

TAZEWELL COUNTY, VIRGINIA
REQUEST FOR QUALIFICATIONS (PROFESSIONAL SERVICES)
TAZEWELL COUNTY LANDFILL PROJECTS – TAZEWELL COUNTY VIRGINIA

The Tazewell County Board of Supervisors (“the Board”), on behalf of Tazewell County, Virginia (“the County”), is seeking **QUALIFICATIONS** for **PROFESSIONAL ENGINEERING SERVICES** from qualified firms and consultants with relevant experience for projects at the Tazewell County Landfill, located at 2475 Lynn Hollow Road, North Tazewell, VA 24630 (“the Landfill”).

I. *Engineering Services Required*

The Board is seeking qualifications for the following engineering services (“Projects”):

- A. **Site Engineering for New Leachate Tank**
 - B. **Evaluation and Completion of Cell 5(A)(2)**
 - C. **Engineering Services for the Construction of Cell 5(B)**
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II. *Submission Instructions*

(A) Hard Copy Submissions:

Proposals should be delivered to the following address:

Tazewell County Engineering Department
ATTN: Kenneth Dunford
135 Court Street, Suite 318
Tazewell, VA 24651

Hard copies must be clearly labeled:

"Tazewell County Landfill Engineering Services."

(B) Electronic Submissions:

Proposals may also be submitted electronically to:

Kenneth.Dunford@tazewellcounty.org

Subject Line: **"Tazewell County Landfill Engineering Services."**

(C) Deadline:

All proposals must be submitted by May 28, 2025 at 2:00 PM.

(D) Additional Requirements:

The Board requires that five (5) additional hard copies shall be submitted to Tazewell County Engineering Department located at 135 Court Street – Suite 318, Tazewell, VA 24651, *ATTN: Kenneth Dunford*, by May 28, 2025 at 2:00 PM. **This condition is material to the bid.**

Shortlisted candidates will be selected, and interviews will be conducted, shortly after the May 28, 2025 submission deadline.

III. Qualifications Requirements

To be considered, qualifications must address the following elements:

- (A) **Company Overview:** A summary of the firm's experience and qualifications, relevant to the scope of work.
- (B) **Project Team:** Identification of personnel assigned to Projects A, B, and C listed above, including roles, qualifications, and experience.
- (C) **Project Approach:** Methodology and execution plan for each Project
- (D) **Project Timeline:** Proposed schedules with key milestones and estimated completion dates for each project.
- (E) **Relevant Project Experience:** Examples of completed projects applicable to the listed scope of work.
- (F) **Local Experience:** Demonstrated expertise in working on similar projects in Virginia or surrounding areas, emphasizing familiarity with local regulations.

The proposal must address Projects A, B and C listed above to be considered.

IV. Scope of Work

(A) Site Engineering for New Leachate Tank

The Board intends to purchase a new leachate tank to complement the existing tank at the Landfill. The estimated Specifications are as follows:

- **Primary Tank:** 70 ft. x 25 ft. GFTT open-top tank
- **Secondary Tank:** 84 ft. x 19 ft. SSTT open-top tank
- **Foundation:** Single slab foundation with footer ring walls beneath both tanks

(1) Site Assessment and Preliminary Design

- Conduct a comprehensive site evaluation for optimal placement.
- Develop a preliminary layout to ensure regulatory compliance.

(2) Final Design and Engineering Plans

Prepare detailed designs for:

- Tank Site,
- Connections, and
- Telemetry Systems

(3) Permitting and Regulatory Compliance

- Identify and secure necessary permits.

(4) Construction Planning and Oversight

- Provide a cost estimate;
- Documentation for bidding; and
- Assist in contractor selection process.

(5) Documentation and Deliverables

- Provide final project documentation;
- As-built drawings; and
- Recommendations for maintenance.

(B) Evaluation and Completion of Cell 5A-2

(1) Plan Review and Site Visits

- Review permitted plans and perform site visits to determine material needs and work left to be completed based on the permitted plans.

(2) Construction Planning and Oversight

- Develop a detailed cost estimate;
- Prepare bid documents;
- Assist in contractor selection; and
- Provide quality control during construction.

(3) Permitting and Regulatory Compliance

- Secure necessary permits from the DEQ.

(4) **Documentation and Deliverables**

- Submit close out documentation for DEQ approval and provide final as-built drawings.

(C) Engineering Services for the Construction of Cell 5B

(1) **Plan Review**

- Conduct a comprehensive review of the permitted plans for Phase 5(B).

(2) **Construction Planning and Oversight**

- Develop cost estimates;
- Prepare bid documents;
- Assist in contractor selection process; and
- Provide quality control during construction.

(3) **Permitting and Regulatory Compliance**

- Obtain all necessary permits from DEQ.

(4) **Documentation and Deliverables**

- Submit final documentation to the DEQ for waste placement approval and provide as-built drawings.

V. Questions

Inquiries must be submitted in writing to:

Kenneth E. Dunford Jr. –Tazewell County Director of Engineering
135 Court Street, Suite 318
Tazewell, VA 24651
Email: **Kenneth.Dunford@tazewellcounty.org**

Deadline for questions: May 14, 2025 at 4:30 PM.

Responses to all inquiries will be posted on the County's website:
<https://tazewellcountyva.org/bid-information>.

VI. Selection Process

Following the May 28, 2025 deadline, prospective candidates will be shortlisted, and interviews will be conducted.

The Board reserves the right to reject any or all proposals; waive informalities; and contract with the applicant whose proposal aligns with the best interests of Tazewell County, Virginia.

At the time of Contract negotiations Tazewell County may choose to proceed with Projects A, B, and/or C, or any and all combinations of Projects.

Per Order of the Tazewell County Board of Supervisors:
C. Eric Young-Tazewell County Administrator