



**Virginia's Growth Alliance
RFP for Consulting Engineering Services
Term Contract
May 1, 2019**

Background and Statement of Needs

Virginia's Growth Alliance ("VGA") is a regional Economic Development organization that encompasses eight counties and one city in Virginia: the counties of Brunswick, Buckingham, Charlotte, Cumberland, Greensville, Lunenburg, Mecklenburg, and Prince Edward, and the city of Emporia.

VGA desires to hire an Engineering Consultant to provide various consulting engineering services associated with the development of economic development related projects throughout their region. Work shall include services associated with GIS site selection, master planning, prospect recruitment, financial & fiscal modeling, site development, infrastructure planning and design, environmental, associated permitting and construction administration.

Confidentiality

Given the sensitive and confidential nature of some economic development projects, the selected consultant may be required to sign various levels of confidentiality agreements with potential prospects and/or VEDP and all work under this contract shall be deemed confidential to the VGA and participating localities unless otherwise noted. As such, preference will be given to consultants who can provide a majority of required services in-house, both from an internal communications perspective and timeliness of completion of work.

Proximity to VGA

Consultant shall have a majority of resources utilized under this contract located within a reasonable distance of VGA Localities, both for convenience and timely responsiveness to VGA requests and project inquiries.

Term

This contract shall be for a minimum of three (3) years with two (2) additional one-year extensions.



Qualifications

Selected consultant shall have performed all levels of work on industrial/economic development projects. Consultant shall be capable of providing all services related to development of an industrial/economic development park and shall show recent relative experience providing similar services for similar clients throughout the region and the Commonwealth of Virginia. Consultant shall be familiar with the various funding agencies utilized for the development of these projects as well.

Consultant shall provide at least three references for similar experience/services provided for local government clients in Virginia.

Regulatory & State Agencies

Consultant shall have well established working relationships with the regulatory and state agencies that will be involved with the VGA and any participating localities.

Scope of Services

Consultant shall be capable of providing the following services at a minimum under this contract as related to site selection and site and infrastructure development for economic development parks:

1. Geographic Information Systems (GIS)
 - Site Selection Services
 - Asset Management & System Maintenance
2. Master planning, Land Planning & Site Development
 - Feasibility studies & site due diligence
 - Preliminary subdivision & master planning
 - Phased infrastructure development
 - Site development engineering & design
3. Site Assessments
 - Tier Assessments in accordance with Virginia Business Ready Sites Program
4. Fiscal impact analysis
 - Financial analysis of prospects for incentive packages, etc.
 - Develop construction and ongoing operations profiles for development candidates
 - Profile the relevant tax and fee structures that impact the revenue environment
 - Develop economic impact statements for the development project candidates.



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- Model fiscal benefits for project candidates.
 - Develop preliminary return-on-investment strategies.
5. Environmental services
 - Environmental site assessments & impact statements
 - Wetland delineation, permitting & mitigation
 - Environmental permitting
 - Mitigation bank design
 6. Transportation planning & design
 - Transportation planning & traffic studies
 - Railroad studies & design
 - Roadway planning & design
 7. Stormwater Management Planning & design
 - Regional stormwater management programs
 - Stormwater master planning
 - Stormwater basin planning & design
 8. Utility planning & design
 - Water system modeling
 - Water & wastewater system planning & design
 - Natural gas planning & design
 - Preliminary Engineering Reports
 9. Prospect recruitment & negotiation assistance
 - Recruiting strategy & negotiation services
 - 3-Dimensional and 2-Dimensional renderings
 10. Landscape Architecture Services
 - Landscape architecture planning and design appropriate to natural site elements and site development plan
 11. Structural Engineering
 12. Survey Services
 13. Right of Way Services
 14. Cultural Resources

Contact Information

For questions or clarification on the intent and requirements of this RFP, please send your questions via email to:

Jeff Reed, executivedirector@vagrowth.com.

Deadline for questions will be 4PM Eastern Daylight Saving Time, Friday, May 10, 2019.



Proposal Submission

Consultant shall submit 3 proposals to the VGA. Proposals shall become property of the VGA and consultant shall mark any proprietary information. Proposals shall be submitted before 4PM on or before Friday, May 17, 2019 to the following address:

Virginia's Growth Alliance
Attention: Jeff Reed, Executive Director
P.O. Box 596
200 Heartland Drive
Keysville, VA 23947

Proposal Requirements

The Consultant shall submit the following with the proposal:

1. Cover letter not to exceed two pages
2. Firm background and experience (include any subconsultant information)
3. Project team and resumes
4. Methodology and approach for this contract
5. Familiarity with VGA
6. Relevant Experience in the Region

Selection Criteria

The VGA shall use qualification-based selection process in accordance with Virginia codes and based on the following criteria:

1. Overall quality of the firm and quality of the proposal
2. Prior experience with similar projects and clients
3. Familiarity, experience and proximity to VGA localities
4. Proven track record with economic development projects
5. Qualifications and experience of key personnel assigned to contract
6. Quality of references.

VGA reserves the right to reject any proposals submitted. VGA will rank the proposals and may select to interview the consultants as part of the process.



Unilateral Use of Contract

VGA participating localities shall be allowed to use this contract to hire the selected Consulting Engineering Firms.

The contract will run for a period of five (5) years and start on Monday, July 1, 2019 and end on Saturday, June 30, 2024 (including extensions, if exercised). Either party may cancel the contract, with or without cause with a day 30 notice.