

CITY OF HOGANSVILLE, GEORGIA

REQUEST FOR QUALIFICATIONS

FOR

**UPGRADE OR REPLACEMENT OF EXISTING
SUPERVISORY CONTROL AND DATA ACQUISITION
(SCADA) INFRASTRUCTURE**

**Mr. Jonathan Lynn, City Manager
City of Hogansville, Georgia
111 High Street
Hogansville, Georgia 30230**

**ADVERTISEMENT FOR UPGRADE OR REPLACEMENT OF
EXISTING SCADA SYSTEM
FOR THE
CITY OF HOGANSVILLE, GEORGIA**

Sealed Statement of Qualifications will be received by the City of Hogansville, Georgia at the Hogansville City Hall, 111 High Street, Hogansville, Georgia 30230 until 4:00 p.m. local time, Thursday, June 9, 2022, at which time and place they will be publicly opened.

The City requests a Statement of Qualifications (SOQ) from firms that can provide assistance with design, supply equipment and software, and perform installation for the upgrade or replacement of the City's Supervisory Control and Data Acquisition (SCADA) infrastructure.

This RFQ is available for viewing at cityofhogansville.org/bidsandnotices.aspx. and <https://gbtengineers.com/current-projects/out-for-bid>.

The Owner reserves the right to reject any or all SOQs and to waive informalities.

HOGANSVILLE, GEORGIA

By: _____
Jonathan Lynn, *City Manager*

REQUEST FOR QUALIFICATIONS

1.1 Introduction

The City of Hogansville is located approximately 50 miles southwest of Atlanta along the Interstate 85 corridor and serves approximately 1,900 water customers. The City of Hogansville would like to upgrade or replace its existing Supervisory Control and Data Acquisition (SCADA) infrastructure and is requesting a statement of qualifications (SOQ) from qualified and interested suppliers/integrators.

1.2 Water System Overview

The City supplies water through two (2) wholesale water connections from neighboring water systems. The City operates the system with two (2) pressure zones. A summary of the water infrastructure requiring SCADA is shown in the table below.

	<i>Existing</i>	<i>Proposed (Includes Existing Infrastructure That Will Remain in Service)</i>
Connections to Neighboring Systems for Supply	2	2
Standpipes	2 (Both will be abandoned)	1 (New)
Elevated Tanks	1	2
Booster Pump Stations	1	2

1.3 Schedule

<i>Item</i>	<i>Date</i>	<i>Instructions</i>
RFQ Public Advertisement	Saturday, May 7, 2022	
Deadline for Questions	Tuesday, May 31, 2022 2:00 p.m.	Questions should be submitted to: <i>Turnipseed Engineers</i> at kbarber@gbtengineers.com
Response to Questions provided to all suppliers who expressed interest by email	Thursday, June 2, 2022	Please express interest by sending an email to: <i>Turnipseed Engineers</i> at kbarber@gbtengineers.com
Deadline for Statement of Qualifications Submittals	Thursday, June 9, 2022 4:00 p.m.	Six printed copies of SOQ should be delivered to the Hogansville City Hall via hand delivery,

		shipping or USPS, 111 High Street, Hogansville, Georgia 30230) and One electronic copy should be emailed to kbarber@gbtengineers.com
Phases 2 and 3	TBD based on the availability of the evaluation committee	

1.4 Receipt and Opening of SOQs

SOQs must be received by the Owner at or before the hour specified in the advertisement, and any received after the specified time will not be considered. SOQs sent by mail must be mailed with sufficient time allowed to reach the Owner prior to the reading.

The Owner may consider informal any documents not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject all submittals. Any SOQ may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any SOQ received after the time and date specified will not be considered. No submittal may withdraw within sixty (60) days after the actual date of the opening thereof.

Conditional documents shall not be considered.

1.5 Open Records

This Project is subject to Georgia Open Records Act and gives the public the right to see, inspect and copy all public records. All documents submitted with this Bid, including warranty sheets, are included. If documents include “Trade Secrets”, each page including “Trade Secrets” should be marked as such. SOQs will not become available until after final contract.

1.6 Rejection or Acceptance of SOQ’s

The Owner reserves the right to reject all SOQs, and to waive informalities. No SOQ will be received after the opening time. Unauthorized conditions, limitations and provisions attached to the Submittal, except as provided herein, will render it informal and cause its rejection. Any Submitter may withdraw, either personally or by telegraphic or written request, at any time prior to the opening time.

1.7 Submission Evaluation

Printed and sealed SOQ's (six copies) for SCADA Services will be received until Thursday, June 9, 2022 at 4:00 pm, local time at the Hogansville City Hall, 111 High Street, Hogansville, Georgia, 30230. SOQ's should be bound, minimum 11 point font, single sided, and a maximum of 20 pages. Pages shall be 8-½" x 11". Up to three 11" x 17" may be included in the 20 pages.

The bound documents must be enclosed in a sealed envelope addressed to the **City of Hogansville, Georgia, 111 High Street, Hogansville, Georgia 30230** and clearly marked "RFQ for SCADA Services (2022) for the City of Hogansville, Georgia, Attention: Mr. Jonathan Lynn, City Manager". Executed signature sheet must be included with each SOQ.

A committee will be selected by the City to evaluate the SOQ's received. The SOQ's will be scored based on the following criteria:

1st Phase

- History of the Company: Provide information on how long the company has been in operation, the location of offices, and the company's leadership and representatives.
- Qualifications of Personnel: Provide information on the sales, installation, integration and service staff that would be working on the Hogansville project.
- References: All references shall contain the water / sewerage system name, contact name, title, phone number and email address. The references shall also contain a general description of the project including the number and type of site(s), the software packages used, and the date of installation.
- Include the following reference information:
 - The 10 most recent projects that have been installed in Georgia
 - Your longest tenured customer contact information
 - Two current clients similar in size and scope to the system Hogansville will require
- Services and Features: Provide information on the following:
 - What features and services are offered?
 - How do you implement industry best practices?
 - What is the typical service request downtime?
 - What is the standard training procedure for City personnel for the operation and maintenance of the system.
 - What is the process to add additional telemetry sites in the future?
 - Provide any additional information that differentiates you from other suppliers/integrators?

2nd Phase

- Interviews: A short list of suppliers/integrators may be selected for in person interview based on SOQ scoring in Phase 1.

3rd Phase

- Request for Proposals: The City plans to request proposals from two or three of the suppliers/integrators that have the highest aggregate scores from Phases 1 and 2.

1.8 Selection Process:

The City will select a supplier/integrator based on aggregate scores from all three phases.

1.8 Signature Sheet

Executed signature sheet must be included with each SOQ.

To: Mayor and Council
City of Hogansville, Georgia

Corporation Name: _____

State of Incorporation: _____

Type (General Business, Profession,
Service, Limited Liability: _____

By: _____
(Signature—attach evidence of authority to sign.)

Name (typed or printed): _____

Title: _____

Attest: _____
(Signature of Corporate Secretary)

Bidder's business address: _____

Business phone no.: _____

Business E-mail address: _____

Employer's Tax ID No.:

Phone and fax numbers and address for receipt of official communications, if different from
business contact information:

SOQ submitted on _____, 2022