

**REQUEST FOR PROPOSAL (RFP)
PROFESSIONAL LAND SURVEYING SERVICES – RIVERCREST RD.
WATER MAIN EXTENSION PROJECT**

**Catawba Nation
Longhouse
996 Avenue of the Nations
Rock Hill, SC 29730**

January 09, 2025

Introduction:

The Catawba Nation (“*Nation*”) is requesting proposals from surveying/engineering firms (“*Consultant*”) for professional land surveying services (“*Consultant Services*”) for the Fiscal Year 2025 Rivercrest Road Water Main Extension Project. The areas to be surveyed consist of two lands within the right-of-way of (Sturgis Road and Rivercrest Road) in the Green Earth community of the Catawba Nation Reservation. The topographic survey data obtained will be utilized by the Nation and a contracted engineering vendor of our choosing to prepare design plans and specifications for the Nation’s FY ‘25 Rivercrest Rd. water main extension project.

Consultant must be able to demonstrate previous experience with the type of work described herein. The submitted Proposal should include the firm’s qualifications, project team, resumes, detailed scope of services/tasks, schedule and not-to-exceed costs for completing the tasks specified below.

Background:

With the recent completion of the Rivercrest Road bridge project spanning Burgis Creek, this significant capital improvement paves the way for future economic development on both current and newly acquired lands along Rivercrest Road, as outlined in the Catawba Nation Comprehensive Master Plan. However, realizing this vision requires essential infrastructure to support such growth, particularly a reliable and stable water supply.

This Request for Proposal is to survey Catawba Nation property from a determined known location on Sturgis Road where the existing water main is located as well as Catawba Nation property along Rivercrest Road whereby the water main line can be intersected, and an 8-inch waterline can be extended underground and terminate at another known and identifiable point on Rivercrest Road.

A topographic survey of the entire right-of-way on the specified roadways is desired. The survey will need to include all existing above and underground features.

Segment	Limits	Right of Way Width (Typ)	Approximate Segment Length
Sturgis Road	NW/SW of Tapping Point	60 ft. both directions	120 feet
Rivercrest Road	From determined tapping point of watermain on Sturgis Road	60 ft.	900 feet SW-approx.

The selected Consultant will have to provide a Certificate of Insurance in conformance with these requirements.

All RFP recipients are encouraged to visit the Project Site to gain a better understanding of the current conditions, constraints, etc. and to verify that no tasks have been omitted.

Scope of Services/Tasks:

The following services/tasks at a minimum, but not limited to, will need to be provided:

- 1) Complete a topographical survey with points downloadable into AutoCAD Civil 3D This should include the following features:
- 2) Compile data using State Plane Coordinates system (to incorporate into Catawba Nation GIS coverages).
 - Elevation points shall be taken every 100 feet along the center line and across the entire right-of-way width, including spot grades at high points, low points and grade changes. Points required are located at the right-of-way line, sidewalk edges, driveways and apron edges, back of curb, edge of pavement flow line, centerline/concrete median etc. Topographic survey limits shall extend 10 feet beyond the apparent right of way line.
 - All aboveground features, such as light poles, utility poles, traffic lights, mailboxes, sidewalks, fences, bushes, mature trees and saplings, signage, striping, overhead wires etc. inside the public-right-of-way and 10 feet beyond the apparent right-of-way line (location and elevation).
 - Underground utilities, such as storm sewer, water main, water main services, sanitary sewer and their respective appurtenances, etc. (location and elevation of inverts, flow direction, size and material of pipes labeled in the CAD file).
 - Include a legend to describe naming convention used for all survey points.
 - Underground utilities, such as gas, electric, cable TV, telephone lines and their respective appurtenances (only location information for line work).
 - Right-of-Way, property lines and other survey markers, etc. The source of boundary line information shall be shown. Each property shall be labeled with its street address. Accuracy of right of way is to be within 1 foot. Provide written statement on how the right-of-way was established.
 - Identify all front and side yard utility easements.

Project Schedule:

It is anticipated that this contract will be awarded by **February 1, 2025**. It is anticipated the agreement between the selected Consultant and Nation will be executed to allow for commencement of work on or around **February 17, 2025**. The contract completion date is **March 17, 2025**.

Instructions to Consultants:

Preparation of Proposals

All proposals must be signed by an authorized official. Proposals that contain omissions, erasures, alterations, or additions not called for, conditional or alternate bids unless called for, or that contain irregularities of any kind may be rejected. All reimbursable expenses including office supplies and travel expenses as well as a schedule of estimated man-hours/rates shall be included within the **overall not-to-exceed cost**.

Clarifications & RFI's

The Nation reserves the right to make clarifications, corrections, or changes in this RFP at any time prior to the time proposals are opened. Questions and requests for information must be submitted before to 5 p.m. local time

on **January 17th, 2025** to Scott Hansen, Environmental Services Director, at scott.hansen@catawba.com
All prospective Consultants will be informed of said clarifications, corrections, or changes via an emailed addendum. All proposals submitted must acknowledge receipt of all addenda issued by the Village.

Proposal Due Date & Submittal Procedure

Sealed proposals will be received until **12:00pm local time on January 20, 2025**. Proposals shall be delivered to the Nation’s government offices at:

Catawba Nation-Longhouse
Attention: Scott Hansen: 803-328-7322 / scott.hansen@catawba.com
Environmental Services Director
996 Avenue of the Nations
Rock Hill, South Carolina 29730

Denise Bryson: 803-412-3516 / denise.bryson@catawba.com
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