



MORIN BUILDING
8570 EXECUTIVE PARK AVENUE
FAIRFAX, VIRGINIA 22031

REQUEST FOR INFORMATION

Number: RFI 24-245

Requirement: Non-Professional Services for
Cathodic Protection Systems

Date Issued: September 11, 2024

Deadline for Questions: September 18, 2024
Prior to 2:00 PM Local Prevailing Time

Submission Due Date: September 30, 2024
Prior to 2:00 PM Local Prevailing Time

Submission by Email: dgardner2@fairfaxwater.org

Procurement Contact: Daniel W. Gardner, CPPB, VCA
Procurement Specialist I
Telephone: (703) 289-6247
E-Mail: dgardner2@fairfaxwater.org

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ATTACHMENT 1 RFI Submission Form

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SECTION 1

1. SUMMARY INFORMATION AND SUBMISSION OF SUBMISSIONS

1.1 Introduction

The Fairfax Water Authority, doing business as Fairfax Water (FW) was created under the Virginia Water and Waste Authorities Act pursuant to resolutions adopted by FW on September 26, 1957. FW is managed by a ten-member Board of Directors appointed for three-year terms by the FW Board of Supervisors.

1.2 Objective

FW is seeking to obtain information about the market trend concerning non-professional services for cathodic protection systems and products and services applicable to a variety of manufacturers, makes and models of above grade water tanks. The issuance of this Request for Information (RFI) is solely to gather information; it is not a formal competitive procurement. Information received may be used for research, informational and planning purposes. Nothing in this RFI should be construed as intent, commitment or promise to solicit or procure commodities and services in support of armored car services. Responding to the RFI is not a pre-requisite to submitting a proposal for any subsequent procurement should a formal RFI be issued.

FW will not pay for any information herein requested and will not be liable for any costs incurred by the Respondent related to this RFI. All such costs are the Respondent's sole responsibility. Information submitted in response to this RFI will become the property of FW and responses will not be returned. FW reserves the right to determine how it will proceed as a result of this RFI and to utilize any information submitted in the best interest of FW without any obligation, liability, or consideration on the part of FW.

As used in this RFI, the terms "must", "shall", "should" and "may" identify the criticality of requirements for FW. "Must" and "shall" identify requirements that are mandatory for FW. "Should" or "may" are highly desirable requirements for FW.

1.3 Cancellation

FW may cancel this RFI at any time and for any reason prior to the Submission Due Date.

1.4 Familiarity with Specifications

Each Respondent is responsible for thoroughly examining this RFI in its entirety. Any questions or comments regarding the proper meaning or intent of any aspect of this RFI, shall be submitted in writing to the Procurement Contact prior to the deadline identified on the cover sheet of this RFI.

A Submission by the Respondent in response to this RFI shall be deemed to constitute a representation on the part of such Respondent that it has thoroughly examined this RFI and has submitted any and all questions and comments they may have regarding the meaning or interpretation of this RFI to FW in the manner prescribed herein.

1.5 Questions and Communications

All contact between prospective Respondents and FW with respect to this RFI will be formally held at scheduled meetings or in writing through the Issuing Office. Questions and comments regarding the meaning or interpretation of any aspect of this RFI must be submitted in writing to the Procurement Contact identified on the cover page to this RFI and must be received on or before the

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deadline for submitting questions. Only written questions will be accepted. Questions and/or comments which are submitted after the deadline set forth on the cover page to this RFI may be answered.

FW shall respond to all timely questions and comments that are properly submitted and are deemed to address a matter that is relevant and substantive in nature within a reasonable period of time, in the form of a written Addendum that shall be posted on the FW Procurement Department website. It is the responsibility of each Respondent to access this information. Oral communications between FW and any Respondent regarding the interpretation or meaning of any aspect of this RFI are not authorized and may not be relied upon for any purpose.

1.6 Pre-Submission Conference and Site Visit

A Pre-Submission Conference and Site Visit **will not** be held.

1.7 Instructions for Submissions Process

All RFI responses must be submitted to dgardner2@fairfaxwater.org in electronic format.

The deadline subject line of the response must read "Response to RFI 24-245". Failure to do so may result in delay or non-delivery of response.

1.8 RFI Submission Form

Attachment 1 RFI Submission Form will obtain information on how your company can assist FW in supporting the Services and Products in this RFI. Your company is encouraged to provide as much detail as you would like to demonstrate your ability to support this requirement should the need arise.

1.9 Proprietary Information

A. Except as provided herein or as otherwise set forth in §2.2-4342 of the Virginia Public Procurement Act (Va. Code Ann. §2.2-4300 *et seq.*, the "Act"), all proceedings, records, contracts and other public records relating to procurement transactions shall be open to inspection in accordance with the Virginia Freedom of Information Act (Va. Code Ann. §2.2-3700 *et seq.*, the "Virginia FOIA").

B. The inclusion of proprietary information should not be necessary in order to respond to this RFI and respondents should not provide confidential or proprietary information unless absolutely necessary. All information provided in response to this RFI is subject to the disclosure requirements of the Virginia FOIA. Invoking the protections of Code of Virginia §2-4342D for information which you believe constitutes a trade secret, proprietary information, or other confidential information exempted from disclosure, may be submitted in writing with the RFI per the instructions below. Failure to submit the written request may subject confidential information to disclosure under the VFOIA.

1.10 Addenda to the RFI

A. FW reserves the right to amend this RFI at any time prior to the deadline for submitting Submissions. If it becomes necessary to revise any part of this RFI, notice of the revision will be given in the form of an Addendum that will be provided to all prospective Respondents who are on record with FW as having received this RFI. If, in the opinion of FW, the deadline for the submission of Submissions does not provide sufficient time for consideration of any Addendum, then such deadline may be extended at the discretion of FW.

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- B. It shall be the responsibility of each Respondent to contact the Procurement Contact identified on the cover page to this RFI prior to submission of a Submission hereunder in order to determine whether any Addenda have been issued in connection with this procurement. Notwithstanding any provision to the contrary, the failure of any Respondent to receive any Addenda shall neither constitute grounds for withdrawal of its Submission, nor relieve such Respondent from any responsibility for incorporating the provisions of any Addenda in its Submission.

1.11 Late Submissions

Submissions or unsolicited amendments to Submissions arriving after the Submission deadline will not be considered.

1.12 Definitions

- A. **Submission** – means the response by a Respondent to a Request for Information issued by a procurement agency.
- B. **Respondent** – means any person submitting a response to an RFI.
- C. **FW** – means FW. The terms Owner and FW have the same meaning.
- D. **Owner** – FW Authority.
- E. **Project** – The term “Project” means the same as the phrase “the Work.”

1.13 Who May Respond

Companies who can meet the requirements specified herein.

END OF SECTION 1

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SECTION 2

2 Requirements

2.1 Overview

FW is seeking to obtain information about the market trend concerning non-professional services for cathodic protection systems and products and services applicable to a variety of manufacturers, makes and models of above grade water tanks.

2.2 Goals

- A. Through this RFI, FW is seeking market trends and the latest technology consistent with the latest industry best practices.

- B. Survey the marketplace as it relates to the types of services and suppliers currently available for this purpose.

- C. Collect and assess information from qualified potential vendors regarding their experience and capabilities; and assess the technological options available.

END OF SECTION 2

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**ATTACHMENT 1
RFI SUBMISSION FORM**

Please provide your company’s contact information.

Contact Information	Enter your response in this table
Company Name	
Company Mailing Address	
Company Website Address	
Name and Title of Contact Person	
Contact Person E-mail Address	
Contact Person Telephone #	
Years Company Has Been in Business Under Current Company Name	
Headquarters Location	

Please submit a written document which communicates interest in and capacity to address some, or all, of the needs identified in Attachment 1 – RFI Submission Form entitled “Requested Information”.

Requested Information	
Subject	Information Submitted
What are best practices and capabilities pertaining to the annual inspection, testing and cleaning of all impressed current cathodic protection systems, including controls, meters, contacts, and connections, to ensure that each system is operating properly and consistent with the design intent?	
What are best practices for elements to be included in a written report with all testing results, and recommendations, and quotes required for maintenance work for cathodic protection systems?	
What are best practices and capabilities for adjusting cathodic protection systems for optimum corrosion control?	

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<p>What are the credentials, certifications, and degrees held by contractors, necessary for inspection and maintenance of cathodic protection systems?</p>	
<p>What are best practice based contractor safety compliance programs, compliant with all applicable OSHA and VOSH standards for General Industry regulations, and applicable to cathodic protection systems?</p>	
<p>What are best practices and capabilities for inspection and maintenance of both ground water tanks and elevated water tanks, for cathodic protection systems?</p>	

END OF ATTACHMENT 1 - RFI SUBMISSION FORM