



REQUEST FOR PROPOSALS (RFP)

Hilton Head Public Service District Ribaut Island Water Main Replacement Project Hilton Head Island, South Carolina

August 3, 2026

1. INVITATION TO SUBMIT PROPOSALS

Hilton Head Public Service District (HHPSD) invites qualified construction contractors, design-build teams, and other qualified project delivery entities to submit proposals for the replacement of the existing 10-inch potable water transmission main serving Ribaut Island within Hilton Head Plantation, Hilton Head Island, South Carolina.

The existing water main consists of a 10-inch PVC pipeline suspended from an existing bridge crossing. HHPSD intends to replace the existing crossing with a new 10-inch High Density Polyethylene (HDPE) water main installed via Horizontal Directional Drilling (HDD) beneath the waterway. The project shall include all engineering, permitting, environmental coordination, utility coordination, construction, testing, commissioning, and final acceptance services necessary to provide a complete and operational water main crossing.

HHPSD is seeking respondents to assemble **progressive design-build** teams that best achieve project objectives while minimizing schedule, risk, and disruption to customers.

2. OWNER

Hilton Head Public Service District

21 Oak Park Drive
Hilton Head Island, SC 29926

Project Contact:

Bill Davis, Operations Manager

Email: bdavis@hhpsd.com

All communications regarding this RFP shall be directed to the designated HHPSD representative.

3. PROJECT BACKGROUND

HHPSD owns and operates the potable water distribution system serving Hilton Head Island. Ribaut Island is currently served through a 10-inch PVC water main that is attached to and suspended beneath an existing bridge crossing. The existing installation presents long-term operational, maintenance, vulnerability, and resiliency concerns.

HHPSD desires to replace the existing crossing with a new 10-inch HDPE water transmission main installed beneath the waterway using Horizontal Directional Drilling techniques. The new installation shall provide a resilient, long-term utility crossing designed to reduce exposure to physical damage, environmental impacts, and maintenance requirements.

The existing crossing is located between mainland Hilton Head Plantation infrastructure and Ribaut Island.

4. PROJECT OBJECTIVES

The selected team shall provide a complete project solution that:

1. Replaces the existing 10-inch PVC bridge-mounted water main.
2. Installs a new 10-inch HDPE water main via HDD beneath the waterway.
3. Minimizes disruption to water service and surrounding property owners.
4. Obtains all required permits and regulatory approvals.
5. Provides a durable and resilient crossing with a minimum design life of 75 years.
6. Minimizes long-term operational and maintenance requirements.
7. Maintains water quality and hydraulic performance.
8. Delivers the project safely, efficiently, and cost effectively.

5. SCOPE OF SERVICES

The selected Contractor/Design-Builder shall be responsible for furnishing all labor, supervision, professional services, materials, equipment, permits, and incidentals necessary for a complete turnkey project.

The scope shall include, but not necessarily be limited to, the following:

A. Project Development

- Review existing conditions.
- Perform field investigations.
- Conduct utility locating and subsurface utility investigations.
- Evaluate geotechnical conditions.

- Perform survey as necessary.
- Develop project delivery strategy.

B. Engineering Services

The Contractor shall provide or subcontract all professional engineering services required for completion of the project, including:

- Civil engineering.
- Utility design.
- Geotechnical engineering.
- Structural engineering as required.
- Environmental services.
- HDD engineering and pull calculations.
- Construction documents.
- Permit drawings and applications.
- Record drawings.

For the Progressive Design-Build approach, the Contractor shall identify the design partner and describe team roles and responsibilities.

C. Permitting and Regulatory Coordination

The Contractor shall obtain all permits necessary for project completion, including coordination with applicable agencies, utility owners, and property owners.

Potential permitting agencies may include, but are not limited to:

- South Carolina Department of Environmental Services, and associated offices (e.g. S.C. DES Office of Ocean and Coastal Resource Management).
- South Carolina Department of Transportation.
- U.S. Army Corps of Engineers.
- South Carolina Department of Natural Resources.
- Beaufort County.
- Town of Hilton Head Island.
- Hilton Head Plantation Property Owners Association.

- Any other authority having jurisdiction.

HHPSD expects the Contractor to manage the permitting process from initiation through permit issuance.

D. Horizontal Directional Drill Installation

The Contractor shall design and construct an HDD crossing that includes:

- New 10-inch HDPE potable water main.
- Appropriate pipe material selection and pressure class.
- HDD profile development.
- Entry and exit pits.
- Drilling operations.
- Pipe installation.
- Pipe fusion and quality assurance.
- Restoration of disturbed areas.

E. Water Main Improvements

The project may include:

- Connection to existing distribution system.
- Isolation valves.
- Air release/vacuum relief assemblies as required.
- Blowoff facilities as required.
- Temporary bypass systems.
- Abandonment or removal of existing facilities.
- Cathodic protection or tracer wire systems as appropriate.

F. Testing and Commissioning

The Contractor shall perform:

- Pressure testing.
- Leakage testing.
- Disinfection.
- Bacteriological testing.

- System startup.
- Operator training.
- Final commissioning.

6. PROJECT DELIVERY

Respondents may propose:

Progressive Design-Build

A two-phase approach consisting of:

Phase 1

- Preliminary engineering and alternative analysis
- Risk assessment
- Field and Geotechnical investigation
- Cost development with Guaranteed Maximum Price (GMP)
- Permit matrix and permit acquisition timeline
- Guaranteed construction approach with detailed schedule

Phase 2

HHPSD will decide at the end of Phase 1, if the project will proceed into Phase 2.

- Final design, permit applications, and permit approvals
- Construction
- Testing
- Commissioning

7. CONTRACTOR QUALIFICATIONS

The proposing entity shall demonstrate:

- Experience with HDD installation of water transmission mains.
- Experience with HDPE pipe installations of similar size.
- Experience performing work in environmentally sensitive or regulated areas.
- Successful completion of comparable utility crossings within the last ten years.
- Financial capability to complete the project.

- Availability of qualified personnel.

Preference may be given to teams that have completed potable-water HDD projects of 10 inches or larger.

8. PROPOSAL CONTENT REQUIREMENTS

Proposals shall include the following:

A. Executive Summary

- Overview of project understanding.
- Key project challenges.
- Proposed solutions.

B. Team Information

- Prime contractor.
- Design partner.
- Key subcontractors.
- Organizational chart.
- Relevant certifications and licenses.

C. Project Approach

- Proposed delivery method.
- Design approach.
- Construction methodology.
- HDD installation strategy.
- Water service continuity plan.
- Risk management plan.

D. Permitting Strategy

- Anticipated permits.
- Regulatory coordination plan.
- Schedule for obtaining approvals.

E. Relevant Experience

Provide summaries of at least three comparable projects including:

- Client name.
- Project description.
- Pipe size and length.
- HDD details.
- Contract value.
- Completion date.
- References.

F. Project Schedule

Include:

- Design duration.
- Permitting duration.
- Construction duration.
- Critical milestones.
- Estimated substantial completion date.

G. Cost Proposal Requirements

Respondents shall submit a separate Cost Proposal that clearly identifies all costs associated with delivery of the complete project. The proposal shall include sufficient detail to allow HHPSD to evaluate the completeness and reasonableness of the proposed approach.

At a minimum, the Cost Proposal shall include the following:

1. Preconstruction / Design Phase Services

Provide a lump sum fee for all services required through completion of design and permitting, including:

- Surveying
- Geotechnical investigation
- Utility locating
- Engineering design
- Environmental services
- Permitting and regulatory coordination
- Public and stakeholder coordination

- Project management
- Construction cost estimating
- Development of final construction documents

2. Construction Phase Cost Proposal

Provide a detailed Opinion of Probable Construction Cost (OPCC) including a breakdown of major components such as:

- Mobilization
- Traffic control
- Survey and layout
- HDD installation
- HDPE pipe material
- Pipe fusion and testing
- Valves and appurtenances
- Connections to existing water mains
- Temporary water service or bypass systems
- Site restoration
- Environmental protection measures
- Demobilization

The construction cost proposal shall identify estimated quantities and unit costs where appropriate.

3. Contractor Fee

Provide the proposed:

- Overhead rate percentage
- Profit percentage to be applied throughout the project
- General Conditions costs
- Mark-up rate on sub-contractors, and provide a list of anticipated sub-contractors

4. Contingency

Identify recommended design contingency and construction contingency amounts, with justification.

5. Assumptions and Exclusions

Clearly identify:

- Assumptions used to develop pricing
- Scope exclusions
- Owner responsibilities, if any
- Potential cost risks and uncertainties

6. Guaranteed Maximum Price (GMP)

Progressive Design-Build proposals shall include:

- Proposers shall provide their methodology for developing a GMP.
- HHPSD anticipates negotiating a GMP following completion of preliminary engineering, geotechnical investigations, permitting strategy development, and risk evaluation.
- The proposal shall identify how open-book pricing will be utilized.

7. Price Certainty and Risk Allocation

Proposers shall describe:

- Which risks are included in the proposed pricing.
- Which risks are proposed to remain with HHPSD.
- Methods used to control cost growth during design and construction.
- Procedures for handling unforeseen subsurface conditions.

8. Best Value Evaluation

HHPSD intends to award a contract based upon best value rather than lowest initial price. Cost proposals will be evaluated for:

- Completeness
- Reasonableness
- Transparency
- Risk allocation
- Long-term lifecycle value
- Ability to meet project objectives

Evaluation Criteria	Weight
Team Qualifications and Relevant Experience	25%
Technical Approach and HDD Methodology	25%
Cost Proposal and Price Transparency	20%
Project Delivery Method and Risk Management	15%
Project Schedule	10%
References and Past Performance	5%

HHPSPD may conduct interviews with short-listed firms.

10. ANTICIPATED SCHEDULE

Milestone	Date
RFP Issued	08-03-2026
Questions Due	09-04-2026
Proposals Due	10-09-2026
Selection	10-28-2026

HHPSPD reserves the right to modify the procurement schedule.

11. INSURANCE AND BONDING

The selected Contractor shall provide:

- Commercial General Liability Insurance.
- Automobile Liability Insurance.
- Workers Compensation Insurance.
- Professional Liability Insurance.
- Builder's Risk Insurance as applicable.
- Performance Bond.
- Payment Bond.

Minimum coverage limits will be established during contract negotiations.

12. RESERVATION OF RIGHTS

HHPSD reserves the right to:

- Reject any or all proposals.
- Waive informalities and irregularities.
- Request clarifications.
- Negotiate with one or more proposers.
- Modify the project scope.
- Cancel this solicitation.

Submission of a proposal does not obligate HHPSD to award a contract.

13. PROJECT PERFORMANCE GOALS

HHPSD seeks a long-term, resilient infrastructure solution that:

- Enhances reliability of service to Ribaut Island.
- Reduces exposure of critical infrastructure.
- Minimizes lifecycle costs.
- Improves operational flexibility.
- Maintains compliance with all applicable regulations.
- Provides a safe and durable crossing for generations of customers.

END OF RFP