

**Greater Texoma Utility Authority/City of Pottsboro Wastewater Treatment Plant Expansion Project
Request for Qualifications for Engineering**

Greater Texoma Utility Authority/City of Pottsboro is seeking qualifications for engineering services for the design of Wastewater Treatment Plant Expansion and Improvements

Scope of Work: 1) Evaluate the City’s existing wastewater treatment plant and prepare an Engineering Feasibility Report to provide recommendations on rehabilitation and expansion; 2) Design of wastewater treatment plant expansion; 3) Preparation of all required Texas Water Development Board documents; 4) Preparation of bid packages and assistance with project bidding; 5) Preparation of any applicable permit(s).

Statement of Qualifications (SOQ): Furnish an SOQ to include the following information:

1) Experience with design of Wastewater Treatment Plants; 2) Project team and project team resumes; 3) Experience with TWDB funded projects; 4) Experience with construction phase engineering services for wastewater systems; 5) Experience in the design/construction services in the North Texas/Pottsboro area; and 6) List of references with contact information.

Submission Requirements: If your firm is interested in being considered for this assignment, submit your SOQ to General Manager, Greater Texoma Utility Authority, 5100 Airport Drive, Denison TX 75020 (US Mail and delivery) (903-786-4433) no later than 3:00PM July 25, 2017. Eight (8) copies of the SOQ must be submitted. Each statement should be limited to no more than 10 pages including the cover letter.

TWDB’s Minority Business Enterprise (MBE) / Women’s Business Enterprise (WBE) Requirements:

This contract is contingent upon release of funds from the Texas Water Development Board (TWDB).

Any contract or contracts awarded under this Request for Qualifications (RFQ) are expected to be funded in part by a loan from the TWDB. Neither the State of Texas nor any of its departments, agencies or employees are or will be a party to this RFQ, or any resulting contract.

Equal Opportunity in Employment – All qualified Applicants will receive consideration for employment without regard to race, color, religion, sex, age, handicap or national origin. Bidders on this work will be required to comply with the President’s Executive Order No. 11246, as amended by Executive Order 11375, and as supplemented in Department of Labor Regulations 41 CFR Part 60.

This contract is subject to the Environmental Protection Agency’s (EPA) “fair share policy,” which includes EPA-approved “fair share goals” for Minority Business Enterprise (MBE) & Women Business Enterprise (WBE) firms in the Construction, Supplies, Equipment, and Services procurement categories. EPA’s policy requires that applicants and prime contractors make a good faith effort to award a fair share of contracts, subcontracts, and procurements to Minority Business Enterprise and Women-Owned Business Enterprise firms. Although EPA’s policy does not mandate that the fair share goals be achieved, it does require applicants and prime contractors to demonstrate use of the six affirmative steps. The current fair share goals for the State of Texas are as follows:

	<u>MBE</u>	<u>WBE</u>
Construction	12.94%	8.72%
Equipment	7.12%	5.39%
Services	10.84%	5.72%
Supplies	9.68%	9.34%

The following factors, in order of relative importance, will be used in identifying the highest qualified engineering firm:

1. Professional qualifications of the individual(s) (including subcontractors) who will perform the work.
2. The engineering firm’s performance record and experience working with GTUA and/or City.
3. The engineering firm’s familiarity and previous project experience with GTUA and/or City.

4. The engineering firm's record and experience (including subcontractors) with State and Federal funding agencies.
5. The engineering firm's familiarity with the public infrastructure needs of the North Texas/Pottsboro Area.
6. The engineering firm's insurability and status of current work-related litigation or arbitration.
7. The engineering firm's subcontractors (if applicable) and organizational structure.
8. The engineering firm's anticipated workload during period of engagement and availability of personnel.

Evaluation Process

GTUA/City may:

1. Call upon anyone they deem necessary to assist with the evaluation;
2. Obtain information from references;
3. Contact engineering firms for the purpose of obtaining additional information or clarification during the evaluation period;
4. Evaluate each qualification package received, in accordance with the Evaluation Factors, based on the contents of the SOQ package, any subsequent written clarifications required, and reference information obtained;
5. Rank and determine the highest qualified engineering firm based solely upon the evaluation of the SOQ package, any subsequent written clarifications required, and reference information obtained;