

REQUEST FOR PROPOSALS
FOR ENGINEERING SERVICES
FOR THE DUTCH JOHN WATER SYSTEM

REQUEST FOR PROPOSAL:

Daggett County is accepting statements of qualifications from qualified engineering firms (firm) which have five (5) years or more experience in providing municipal engineering services as outlined in the Scope of Services section of this request.

OBJECTIVE:

The County intends to enter into a contract for municipal engineering services, as outlined in the Scope of Services section of this request for a period of up to five (5) years.

SCOPE OF SERVICES:

The County is requesting municipal engineering services mainly relating to the Dutch John Water and Sewer systems, further identified below:

- a. Assist Daggett County to meet funding requirements for Preliminary Engineering reports similar to System Master Plans, collect data, analyze data and provide capital improvements recommendations for infrastructure and funding for water and possibly future sewer system planning.
- b. Prepare GIS maps of the existing water and sewer systems showing existing infrastructure and include investigation pictures and video where applicable.
- c. Using GIS data collected, develop hydraulic flow and collection models for the systems. Models should include fire flow analysis, serviceable area maps and be able to identify problem areas in either system.
- d. Document the existing conditions for each system including reliant pump and treatment plants and risks and liabilities associated with each process in the systems.
- e. Evaluate the existing water treatment plant and provide recommendations for improvements.
- f. Recommend, prioritize, and provide costs for improvements identified in the analysis.
- g. Incorporate all data, recommendations, and cost estimates into an engineering report.
- h. Provide GIS mapping in a digital and paper copy format.

STATEMENT OF QUALIFICATIONS CONTENT:

Each statement of qualifications must include, as a minimum, the following information:

- a. Name, address, email and telephone number of firm submitting the proposal along with the name of the contact person responsible throughout the contract duration.
- b. The size of the firm's staff and services available to be provided.
- c. A list of City, County or State references for whom the firm has worked in the last 5 years including names, addresses, and phone numbers of at least 3 individuals or organizations familiar with the firm's performance.

- d. Identification and role of key individuals on the consultant/engineering team. A short resume for each member of the consultant/engineering team should be provided.
- e. A description of completed water, sewer and treatment plan planning and improvement projects that demonstrate the firm's experience providing engineering services as outlined in the Scope of Services.
- f. An example of at least 2 similar sewer and/or water system master plans completed by the firm in the last 5 years.
- g. Examples of 2 similar projects for which the firm has assisted in obtaining funding in the last 5 years.
- h. A description of specific knowledge or understanding of Dutch John's infrastructure that may provide added value to the System during capital improvements projects.
- i. A simple work plan and scope showing what your firm would provide Daggett County in a Preliminary Engineering Report related to the information shown above. The work plan should include estimated hours to complete each task.
- j. A Firm Fee Schedule.

Statements of Qualifications will be accepted at the Daggett County Courthouse Building:

Dutch John Town Water System Statement of Qualifications
Daggett County
95 North 1st West
P.O. Box 400
Manila, Utah 84046

Through 9:00 AM December 22nd, 2020. Please include 4 copies of the SOQ in a sealed envelope along with the two examples of other similar Master Plans or Preliminary Engineering Reports. Late submissions will not be considered.

Evaluation Criteria

All statements will be evaluated and ranked according to the following point system.

- A. Firm History & Qualifications
(30 POINTS AVAILABLE)
- B. Related work experience and sample plans/reports
(40 POINTS AVAILABLE)
- C. References
(30 POINTS AVAILABLE)

Notes & Disclaimers:

Daggett County reserves the right to reject all proposals. Daggett County also reserves the right to waive any irregularity, informality, or technicality in the proposals at its sole discretion.

All costs related to the preparation of proposals and any other related activities are the sole responsibility of the applicant. Daggett County assumes no liability for any costs incurred by applicants throughout the entire selection process.