

Rural Water District #1 a/k/a “Post Rock Rural Water District” – Ellsworth, KS
Professional Engineering Services
Request for Qualifications for On-Call Engineering Services

District Information

Post Rock Rural Water District #1 (“Post Rock RWD” or “District”) is committed to providing safe, clean drinking water to over 1,500 retail customers and 10 wholesale customers. The Post Rock water system consists of more than 1,800 miles of water main pipe, 11 water towers (7 owned by Post Rock), and 8 pump stations. Post Rock also treats water from Kanopolis Lake at the District’s 1.1 million gallons per day (MGD) capacity water treatment plant.

Invitation & Scope of Work:

This Request for Qualifications (RFQ) is open to professional engineering firms (Consultant) that are qualified to provide Water Systems On-Call Professional Engineering Services as described in this RFQ. The Services required may include, but not be limited to, the following:

- Evaluation of water system needs with recommended solutions to achieve and maintain technical, managerial, and financial capacity, including compliance with the National Primary Drinking Water Regulations and Kansas Department of Health & Environment (KDHE) regulations.
- Evaluation of source water intake and pumping facilities, water treatment processes, finished water storage facilities, high service pumping, wholesale metering facilities, supervisory control and data acquisition (SCADA) systems and booster pump stations.
- Computer hydraulic modeling, water age studies, water quality studies, rate studies, and interaction with funding sources such as the Kansas Interagency Advisory Committee (KIAC), Kansas Public Water Supply Loan Fund (KPWSLF), and/or USDA Rural Development.

RFQ REQUIREMENTS

Information from the Professional Engineering firm must include:

- The specialized experience and technical competence of the firm with respect to water supply, treatment, pumping, storage, and distribution, with a special emphasis on rural and regional water systems.
- Information on staff that currently perform these types of services and their availability to work for this water system.
- The past record of performance of the firm with respect to work for similar water systems, including control of costs, quality of work, and ability to meet schedule. Previous experience and demonstrated ability to build trust with similar rural and regional water systems will be favored.
- Provide references and contact information for at least three previous clients where similar work has been done within the past five years.
- The capacity and capability of the firm to begin work immediately to perform the requested services.
- The firm’s familiarity with the area and the District’s objectives, as well as any relevant KDHE regulations, KDWR regulations and rural water district requirements.

Post Rock RWD and its Board of Directors will review the qualifications received to determine the most advantageous firm to the District. The firm will be selected based on the above qualifications and proposed content and evaluation criteria, however the District reserves the right to change criteria, criteria weights, and rankings at any time. Project team interviews may, or may not be, conducted. Once the most qualified firm is selected, a scope of services and cost will be negotiated to complete the engineering work. Once the scope and fee are established a third party contract will be executed between the District and the selected consulting engineering firm.

Selection criteria:

Proposed Content and Evaluation Criteria	Maximum Score
Introductory Letter	Pass/Fail
Firm's qualifications, technical competence	15
Assigned personnel's experience, working knowledge and capacity to deliver requested services	30
Demonstrated ability to complete projects on time & within approved budget	30
Client Service and Personnel Client Service References	15
Ability to begin work immediately and complete by requested date	5
Firm's familiarity with the District's area and objectives and relevant regulations	5
Total Possible Points	100

Submission Requirements

Eight hard copies of the Statement of Qualifications (SOQ), plainly marked "Water System Professional Engineering Services" will be accepted until 4:00PM, January 14, 2019, at the following address:

Ms. Sharon A. Condit, Office Manager
Rural Water District No. 1
103 N Douglas, Ellsworth, KS 67439
Office Phone: 785-472-4486. URL: www.postrockrwd.com

Additionally, one digital (PDF) copy of SOQ should be submitted both to sharon@postrockrwd.com and rmunicipaladvisory@gmail.com. No submittals will be accepted after that time and date.

ADDITIONAL INFORMATION

Addenda and updates to this request for qualifications, if any, including written answers to questions, will be forwarded to all firms who have expressed interest in the RFQ, or requested such information.

Any questions must be received in writing fifteen calendar days (15) before the date of the receipt of proposals. Any questions should be directed to:

Ms. Sharon Condit, Office Manager
Rural Water District No. 1 a/k/a Post Rock Rural Water District
785-472-4486
sharon@postrockrwd.com.

Reservation of Rights

The District reserves the right to undertake such investigation as it deems necessary to evaluate the qualifications of the firm and to evaluate the qualifications submitted. The District reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it may deem to be in the best interest of Post Rock RWD and to negotiate the terms and conditions of any proposal leading to execution of an engineering agreement.

Indemnification and Insurance Requirements

Any engineering agreement will require the Consultant to agree to pay on behalf of and hold harmless to Post Rock RWD for all claims arising in whole or in part from its work on behalf of the District. Consultant will be required to maintain insurance in such form as will protect the Consultant from claims and liabilities for damages for bodily injury, including accidental death, and for property damage, which may arise from operations under the agreement. Consultant shall also be required to maintain a minimum of \$1M of professional liability insurance throughout service to the District and for a minimum of 2 years thereafter.