

REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES

This is a Request for Statements of Qualifications for Engineering Services for work related to the implementation of a proposed Wastewater Interceptor Rehabilitation project to be located in Rankin County, Mississippi for the West Rankin Utility Authority (WRUA). The project will be financed with under the water Pollution Control Revolving Loan Fund (WPCRLF) program. The project is scheduled to require two years for completion.

Statements of Qualifications (SOQ) will be received at the WRUA Administration Building located at 520 Old Highway 49, Richland, MS 39218 **on or before Wednesday May 25, 2016 at 10:00 AM, local time. SOQ's received after that time will not be accepted.**

Facsimile submittals will not be considered.

SOQ's Sent by U.S. Mail (prior to opening date):

Mailed SOQ's shall be addressed as follows:

*(Note that the Authority's mail is **NOT** picked up until 12:00 PM on a daily basis)*

**West Rankin Utility Authority
P.O. Box 180807
Richland, MS 39218-0807
Attn: Bruce Stephens**

SOQ enclosed, to be opened May 25, 2016 at 10:00 AM

SOQ's Sent by carrier or hand delivery:

Hand delivered or carrier deliveries shall be addressed as follows:

**West Rankin Utility Authority
520 Old Highway 49
Richland, MS 39218
Attn: Bruce Stephens**

SOQ enclosed, to be opened May 25, 2016 at 10:00 AM

A. SCOPE OF WORK

The selected Engineer will perform the following services:

- Preliminary conceptual design
- Assistance in determining best rehabilitation technology
- Design survey
- Field survey work
- Assistance in procuring real property and easements
- Final design
- Preparation of plans, specifications, and contract documents

If WRUA is satisfied with the qualifications and performance of the engineer who provided the preliminary and design services for the project listed above and wishes to retain the firm during bidding and construction of the project, it may do so without further public notice. The scope of these services may include the following:

- Assistance in evaluation of bids
- Assistance in award and execution of construction contracts
- Monitoring and inspection of construction work
- Project closeout matters

B. CONTRACT TYPE

A contract will be awarded to the selected engineer subject to negotiation of a fair and reasonable contract.

C. CONTENT OF STATEMENT OF QUALIFICATIONS

Firms and individuals should submit a list of their experience and qualifications including the following criteria that will be used by the WRUA to objectively evaluate proposals:

1. Experience of Personnel – Information regarding staff that will undertake the above scope of services.
2. Management Team - Information identifying the personnel who will manage the project, reflecting their management experience.
3. Previous Experience with Wastewater Interceptor Rehabilitation Projects - Information regarding the design and construction of projects similar to the project described above that have been previously accomplished.
4. Location and Facilities of Management Team – Location of the prime firm offices, sub-consultants, and management team.
5. Design Approach -Description of the design philosophy and anticipated problems and potential solutions.
6. Project Control -Techniques planned to control project cost and schedule and personnel responsible for schedule and cost control.
7. Estimating Effectiveness -Description of recent wastewater interceptor rehabilitation projects reflecting actual constructed cost vs. estimated cost prior to bid.

8. Capacity - Ability to perform the work in a timely manner. Provide information regarding staff and other resources to be used in the implementation of the project.
9. Minority Business Enterprise Participation – Indicate the degree of minority participation, sub-consulting, or otherwise planned for the project.
10. Insurance and Litigation -Type and amount of liability insurance and description of litigation involvement during the past 5 years and its outcome.

D. RATING AND BASIS FOR SELECTION

All Statements of Qualifications will be rated using the following system to determine the best proposal:

1. Experience of Personnel	20 Points
2. Proposed Management Team	15 Points
3. Previous Experience with Wastewater Interceptor Rehab Projects	15 Points
4. Location and Facilities and Management Team	5 Points
5. Design Approach	10 Points
6. Project Cost and Schedule Control	10 Points
7. Cost Estimating Effectiveness Capabilities	5 Points
8. Prior Experience with Authority Facilities	5 Points
9. Capacity	5 Points
10. Minority Business Enterprise Participation	5 Points
11. Insurance and Litigation	5 Points

TOTAL: 100 Points

The WRUA has formed a selection committee to evaluate all Statements of Qualifications received during the solicitation period. The selection committee will utilize the above criteria to evaluate the Statements of Qualifications and will make its recommendation to the WRUA board of directors. A written contract will be awarded to the firm whose qualifications are within the competitive range and are determined by the WRUA to be the most advantageous to the WRUA. The contract will include the scope and extent of the work and other essential requirements. An individual contract will be executed for each project that is funded. The WRUA has the authority to terminate the selection at any time.

E. PROJECT SCHEDULE

The project is planned for design and construction completion within 24 months.

F. DEBARRMENT

Prior to the award of any contract, WRUA will determine if the vendor has been debarred, suspended or otherwise been excluded from or determined to be ineligible for participation in federal assistance programs pursuant to Executive Order 12549.

The WRUA reserves the right to reject any or all Statements of Qualifications.

A handwritten signature in cursive script that reads "R. Bruce Stephens".

B. Stephens
Executive Director