

REQUEST FOR QUALIFICATIONS

FOR

**CONSULTING SERVICES FOR DESIGN, BIDDING, AND CONSTRUCTION
ADMINISTRATION FOR TDCJ LYNAUGH WASTEWATER TREATMENT
FACILITY ADDITIONAL EFFLUENT STORAGE POND**

FOR

TDCJ LYNAUGH UNIT WASTEWATER TREATMENT FACILITY

OWNED AND OPERATED

BY

CITY OF FORT STOCKTON

Release Date: Thursday, May 30, 2019

Close Date: Wednesday, June 19, 2019

Section 1.01 INTRODUCTION

The City of Fort Stockton (the City) is requesting qualifications (RFQ) from a qualified engineering/professional services firm (Qualifier) to provide credentials for Consulting Services for Design, Bidding, and Construction Administration for the TDCJ Lynaugh Wastewater Treatment Facility Additional Effluent Holding Pond.

Section 1.02 SCOPE OF SERVICES

The qualifications/credentials are for an additional wastewater effluent holding pond for the Lynaugh Wastewater Treatment Facility (WWTF) and includes consulting services for design, bidding, and construction administration.

Design criteria for Natural Treatment Units is addressed under the State of Texas regulations set forth in Title 30 Texas Administrative Code, Chapter 217, Rule 203. This rule outlines the design criteria required for the above-mentioned effluent holding pond. At present, the WWTF has an effluent storage capacity of 31.94 acre-feet. To accommodate the increased design capacity of the upgraded WWTF in the current permit, the effluent storage requirements will need to be increased to 72.44 acre-feet, an increase of 40.5 acre-feet. The proposed effluent holding pond will have an approximate footprint of 422' X 604' (5.85 acres) with a capacity of 40.72 acre-feet.

The project scope to expand the effluent storage capacity at the WWTF with an additional wastewater effluent holding pond would consist of the following tasks:

- 1. Design of Effluent Holding Pond to meet WWTF capacity requirements and current TCEQ regulations.**
- 2. Create Sealed Construction Document/Plans.**
- 3. Assistance with Bidding.**
- 4. Evaluation of Proposals and Recommendation for Award.**
- 5. Construction Administration.**
- 6. Preparation of Record Drawings following Construction.**

The project will also require surveying assistance for the design and construction phases. This portion of the work will be subcontracted. A topographic survey, setting of benchmarks, identifying utilities, ROW's, and easements, and an as-built of the pond subgrade prior to liner placement will be provided to the City.

Section 1.03 DELIVERY OF SUBMITTALS

Statement of Qualifications must be received by the City of Fort Stockton, attention City Manager Frank Rodriguez III at the following address no later than June 19, 2019, 10:00 AM (Local Time).

Frank Rodriguez III, City Manager
TDCJ Lynaugh Additional Effluent Storage Pond Qualifications
121 W. 2nd Street, Fort Stockton, Texas 79735

The submitting Qualifier is responsible for the means of delivering the Statement of Qualifications to the location listed in Section 1.03 on time. Delays due to any instrumentally used to transmit the qualifications including delay occasioned by the Qualifier or the City of Fort Stockton's internal mailing system will be the responsibility of the Qualifier. Statement of Qualifications must be completed and delivered in sufficient time to avoid disqualification for lateness due to difficulties in delivery. The time clock in City of Fort Stockton City Secretary's Office is the official clock for determining whether submittals are submitted within the designated time constraints. Qualifications received after the specified time of closing will be rejected and returned unopened.

There is no expressed or implied obligation for the City of Fort Stockton to reimburse responding teams for any expenses incurred in the preparation of an RFQ in response to this request. The City of Fort Stockton reserves the right to increase or decrease the scope of work related to this project as outlined in the RFQ after a team is selected to accommodate changes in the project needs as determined by the City of Fort Stockton or to serve its best interests

Section 1.04 INSTRUCTIONS FOR COMPLETION OF RESPONSES

- (a) Information presented in the Statement of Qualifications will be used to evaluate the professional qualifications and determine the Qualifier(s) which will be selected to provide professional services to the City.
- (b) Responses shall be completed in accordance with the requirements of this RFQ and on 8 ½ x 11" pages, double spaced, (one side only and including cover letter) using a font size no smaller than 11 point and one-inch margins. Statements made by a Qualifier shall be without ambiguity, and with adequate elaboration, where necessary, for clear understanding.

Section 1.05 WITHDRAWAL OF QUALIFICATIONS

An authorized representative of the company may withdraw Qualifications at any time prior to the RFQ submission deadline, upon presentation of acceptable identification as an authorized representative of such company.

Section 1.06 AWARD OF CONTRACT

- (a) It is understood that the City reserves the right to accept or reject any and all Qualifications and to re-solicit for Qualifications, as it shall deem to be in the best interests of the City. Receipt and consideration of any credentials shall under no circumstances, obligate the City to accept any Qualifications. If an award of contract is made, it shall be made to the responsible Qualifier whose credentials are determined to be the best evaluated submission.
- (b) If awarded, the City intends to award a single contract to a single Qualifier.

Section 1.07 CENTRAL POINT OF CONTACT

Qualifier must provide a central point of contact to establish service, resolve issues and end service.

Section 1.08 DISQUALIFICATION OF QUALIFIERS

- (a) Qualifiers may be disqualified for any of the following reasons:
 - (i) The Qualifier is involved in any litigation against the City;

- (ii) The Qualifier is in arrears on an existing contract or has defaulted on a previous contract with the City;
- (iii) Lack of financial stability;
- (iv) Failure to perform under previous or present contracts with the City;

Section 1.09 EVALUATION CRITERIA

- (a) The City will make its selection from those qualifications submitted in response to this RFQ. If deemed necessary by the City, interviews with the firms deemed most qualified, may be conducted. Once a selection is made, a scope of work will be negotiated with the chosen team. The chosen firm will then be requested to submit a detailed contract to perform the services. The City maintains the right to terminate the selection process at any time if they feel it is in the best interest of the City. When an agreement is reached, City Manager will make a recommendation to the City Council to execute a contract pursuant to the agreement. The City reserves the right to accept or reject any or all Qualifiers and to accept what in the judgment of the Mayor and City Council is the most advantageous Qualifier.