City of Weslaco

"The City on the Grow"

Miguel D. Wise, Mayor
John F. Cuellar, Mayor Pro-Tem, District 2
Robert J. Garza, Commissioner, District 1
Rene Rodriguez, Jr., Commissioner, District 3
Gerardo "Jerry" Tafolla, Commissioner, District 4
Lupe V. Rivera, Commissioner, District 5
Joe A. Martinez, Commissioner, District 6

Leonardo Olivares, City Manager

CITY OF WESLACO

Request for Qualifications

The City of Weslaco is requesting qualifications from qualified Agencies/Firms for the following:

PROFESSIONAL SERVICES FOR
WATER TREATMENT PLANT (WTP)
PRELIMINARY ENGINEERING REPORT (PER)

Statements of Qualifications (SOQs) should be submitted in a sealed envelope to Homer Rhodes, Purchasing Manager, at the Weslaco City Hall Purchasing Division, 255 S. Kansas Ave., Weslaco, Texas 78596, until **3:00 p.m.** on **December 30, 2010**, at which time they will be opened and read aloud. Please mark envelope, **"Professional Services for Water Treatment Plant Preliminary Engineering Report (PER), RFQ No.: 2010-11-01."**

Potential Respondents are advised that all documents (eg, RFQ) for preparing a SOQ can be downloaded from the City of Weslaco web page address: www.weslacotx.gov, and may also be secured at the Weslaco City Hall Purchasing Department at the above address, or by calling 956.447.2240.

The City of Weslaco reserves the right to accept or reject any or all SOQ and to waive any defects and formalities in such SOQ, to award contracts to the respondents which it considers have submitted the best and most advantageous SOQ, and to hold all SOQs for a period of forty-five (45) days without taking action for the purpose of reviewing SOQs and investigation of firms qualifications prior to award. Statements of Qualifications submitted past the aforementioned date and time will not be accepted.

City of Weslaco
/s/ Homer Rhodes,
Purchasing Manager

VENDOR'S NOTICE OF INTENT TO RESPOND

Firms interested in submitting Statements of Qualifications (SOQ) for **Professional Services for Water Treatment Plan Preliminary Engineering Report (PER)** with the City of Weslaco as outlined in the specifications, should indicate their intention by signing, dating, and returning the form to the address below prior to **December 23, 2010**, so that they may receive any addendums to the specifications should the need arise.

Homer Rhodes
Purchasing Manager
City of Weslaco
255 S. Kansas Ave.
Weslaco, TX 78596
Phone: 956.447.2240
Email: hrhodes@weslacotx.gov

Name: _____ Signature: _____
(Print)

Title: _____ Company/Agency: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: (_____) _____

Email: _____

RFQ No. 2010-11-01

CITY OF WESLACO

REQUEST FOR QUALIFICATIONS (RFQ)
FOR
WATER TREATMENT PLANT (WTP)
PRELIMINARY ENGINEERING REPORT (PER)

The City of Weslaco is seeking Statements of Qualifications (SOQ) from a Professional Civil Engineering Firm to prepare a Preliminary Engineering Report (PER) for the City's Water Treatment Plant (WTP).

I. PROPOSED SERVICES

The selected Firm will perform pre-design associated with expanding treatment and delivery capacity of the City of Weslaco's Water Treatment Plant (WTP). The Firm must complete a Preliminary Engineering Report (PER) and other associated documents.

The City of Weslaco's WTP is a conventional surface water treatment facility. It receives raw water from the Rio Grande River through the Hidalgo County Water Conservation and Improvement District (WCID) No. 9. The WTP is operated by a private contractor, CH2MHill OMI.

II. SCOPE OF SERVICES

The selected Firm will perform the following services:

1. Evaluation of system condition impacts, demand projections, and Water Master Plan impacts on current WTP and expanded capacity;
2. Evaluation of conventional, and alternative, water treatment systems, including scalability;
3. Assessment of federal and state regulatory developments as related to design requirements;
4. Estimate of construction costs, in detail, and impact on water rates;
5. Evaluation of alternative operating costs systems (eg, Leadership in Energy Efficiency Design (LEED));
6. Anticipated construction schedule;
7. Evaluation on water rights, current and projected requirements;
8. Assessment of project on water distribution system;
9. Evaluation of electrical facilities;
10. Evaluation of feed system;
11. Evaluation of pumps, including high service pump sizing analysis;

12. Evaluation of total and elevated storage capacity;
13. Evaluation of hydraulics as related to new facilities;
14. Evaluation of security issues, such as critical infrastructure;
15. Evaluation of emergency electrical power system required to operate entire plant during emergencies;
16. Evaluation of geotechnical issues;
17. Evaluation of preliminary process and instrumentation diagram developments; and
18. Evaluation of Quality Assurance and Quality Control (QA/QC).

III. CITY PROFESSIONAL SERVICES REQUIREMENTS

Firms responding to the SOQ must supply the following information and satisfy itemized requirements:

1. Firm's contact information (eg, address, telephones, emails, website), type of entity (eg, Certificate of Formation), and years since incorporation.

2. Project team's contact information (Project manager and key professional staff names, addresses, telephones, emails).

3. Proof of project team's certifications (eg, Texas professional engineer license numbers).

4. The Firm shall have a minimum of ten (10) years experience with projects of similar size and complexity.

5. The Engineering firm shall provide qualified and competent personnel and shall furnish all supplies, equipment, tools, and incidentals required to accomplish the work.

6. The Engineer of the firm shall demonstrate extensive knowledge of civil engineering and engineering survey and design, working knowledge of drafting, thorough knowledge of public works construction, and working knowledge of engineering computer applications.

7. The Engineer of the firm shall perform the work using the standards of care, skill, and diligence normally provided by a professional in the performance of such services in respect to similar work and shall comply with all applicable codes and standards.

IV. REQUIREMENTS OF STATEMENT OF QUALIFICATIONS

The submitted Statement of Qualifications (SOQ) should include the following information:

1. Project team's qualifications and relevant experience
   a. Resume of key professional personnel. Qualifications and recent experience of individuals related to performance of services comparable to the proposed project should be noted.
2. Firm's experience with similar projects (eg, magnitude, complexity)
   a. Type of consulting services typically provided;
   b. Current project workload and professional, para-professional staff;
   c. Latest audited financial report; and
   d. References, including names, addresses, and phone numbers of relevant clients.
3. Firm's ability to complete project within schedule and budget
   a. Estimate date available to commence services immediately after successfully negotiating a contract for services; and
   b. Include approach to planning, organizing and management of proposed project (eg, problem solving, cost-estimating, quality control).
4. Firm's familiarity with City's project requirements
   a. List past experiences with projects with the City or similar clients in the region. Show familiarity with local community profile and infrastructure needs.
5. Firm's familiarity with federal and state financing programs
   a. List projects funded through federal, state and other financing agencies such as U.S. Environmental Protection Agency (EPA), Texas Water Development Board (TWDB), and Border Environment Cooperation. Include project name, funding agency source, program name, and amount.

Firms should limit Statement of Qualifications to twenty (20) pages or less.

A Firm providing professional service to the City of Weslaco shall provide proof of Professional Liability Insurance with the City as an additional insured. Such proof of insurance shall be provided prior to the execution of any agreement. The City of Weslaco will not provide worker's compensation insurance.

V. EVALUTATION CRITERIA

The following criteria, at a minimum, will be used in evaluating firms submitting SOQ's:

Criteria	Points
1. Project team's qualifications and relevant experience	30.0
2. Firm's experience with similar projects (eg, magnitude, complexity)	30.0
3. Firm's ability to complete project within schedule and budget	15.0
4. Firm's familiarity with City's project requirements	15.0
5. Firm's familiarity with federal and state financing programs	10.0
Total points	100.0

VI. SUBMISSION PROCEDURES

1. Sealed Statements of Qualifications (SOQ) shall be received until **3:00** p.m. Central Time on **December 30, 2010** at the office of the Purchasing Division, Finance Department. SOQ's received after the deadline will be returned to the sender unopened. The City of Weslaco is not responsible for problems associated with postal or delivery service.

2. Three (3) complete copies must be submitted.

3. The sealed SOQ should be addressed to:

   Homer Rhodes
   Purchasing Manager
   City of Weslaco
   255 South Kansas Avenue
   Weslaco, Texas 78596

4. The envelope should be clearly marked as follows: **"Statement of Qualifications for Water Treatment Plant Preliminary Engineering Report (PER) RFQ No.: 2010-11-01."**

The City of Weslaco does not discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin in employment or provision of services.

PLEASE SUBMIT THIS PAGE UPON RECEIPT

For any questions, please contact Homer Rhodes, Purchasing Manager, City of Weslaco Purchasing Division, Finance Department at 956.447.2240.

( ) Yes, I will be able to submit a Statement of Qualifications (SOQ)

( ) No, I will not be able to submit a Statement of Qualifications (SOQ)

If no, Please state your reasons:

_____

_____

_____

_____

_____

Name:_____

Firm:_____

_____ _____

Signature (Authorized Representative) Date