

TOWN OF RICHMOND, VERMONT

NOTICE OF REQUEST FOR STATEMENTS of QUALIFICATIONS FOR ENGINEERING SERVICES

The Town of Richmond has initiated the process of obtaining Statements of Qualifications from qualified engineering firms detailing said firm's qualifications, technical expertise, management and staffing capabilities, references and related prior experience. Required professional services will include, but are not limited to, preliminary engineering services, design and construction related services, preparation of bidding and contract documents, participation in the evaluation of bids received and monitoring and inspection of construction activities to ensure compliance with plans and specifications associated with any of the following project categories.

Project Categories:

The Town of Richmond is seeking qualified consultants to provide services under, but not limited to, the following general categories.

- Water Resources:
 - Wastewater – master studies, system management, TMDL compliance, modeling, projects scopes, system improvements, permit compliance, design, RFP production for Capital Projects, bid and construction review services, and other associated services.
 - Water – system management, surveys, capacity improvements, RFP production for Capital Projects, bid and construction review services, and other associated services.
- Transportation; planning and studies, design (including but not limited to roadway and sidewalk designs), RFP production for Capital Projects, bid and construction review services, installation, signalization, signage, traffic calming, Complete Streets, bicycle and pedestrian enhancements and safety.
- Stormwater – system management, TMDL compliance, modeling, project scopes, system improvements, permit compliance, design (including but not limited to drainage structures), RFP production for Capital Projects, bid and construction review services, and other associated services.
- Structural – structural engineering, structural maintenance, design installation and other associated activity

Procurement of such services will be in accordance with elements of the procurement process in 40 U.S.C. Sections 1101-1104. Qualified firms/candidates interested in being considered for projects must submit three (3) copies and an electronic copy of a:

- 1) letter of interest;
- 2) statement of qualifications and experience of staff persons who will be involved with projects;
- 3) references; and
- 4) related applicable municipal experience.

The Statement of Qualifications submittal shall be less than 20 pages, double sided. Submit the requested information no later than January 14, 2020 by 11:00 AM to receive consideration to:

Town of Richmond
Attn: Josh Arneson
Town Manager
P.O. Box 285
Richmond, Vermont 05477

Statements of Qualifications received after the deadline will not be accepted. Statements of Qualifications will be opened on Thursday, January 14, 2021 at 11:05 am via Zoom.

Join Zoom Meeting Online:

<https://us02web.zoom.us/j/84389428208?pwd=alpGOFIJSIRtSXlpVytCYmpCZExiUT09>

Join by Phone: +1 929 205 6099 **Meeting ID:** 843 8942 8208 **Passcode:** 006407

Please note that projects may be undertaken with a variety of Federal, State and/or local funds and that all work will be performed in accordance with the regulations issued by such agencies and the State of Vermont pertaining thereto.

The Town of Richmond shall evaluate the statements of qualifications and performance data and other material submitted by interested firms and may select a minimum of three firms which, in their opinion, are qualified to perform the desired services. Interviews may be conducted with each firm and would include discussions regarding anticipated concepts and proposed methods of approach. The Town of Richmond may commence scope of services and price negotiations with any of the qualified firms selected.

The Town of Richmond reserves the right to reject any and/or all Statements of Qualifications. This solicitation does not obligate the Town of Richmond to award a contract.