

Valley Municipal Utility District No. 2

Request for Qualifications for Engineering Services

The Valley Municipal Utility District No. 2 (VMUD) requests the submission of qualification statements, which will lead to the possible award of a contract to provide engineering services for a project involving the District's wastewater treatment facilities.

Scope of Work

The services to be obtained from the engineer require: Evaluation of the capacity of the District's existing wastewater treatment facilities, along with the possible planning and design for the expansion of existing treatment capacity through improvements to the existing plants or the planning and design of a new wastewater treatment facility. Work associated with these efforts will include, but are not limited to:

- Preparation of concept reports, feasibility studies, cost estimates, proposed funding plans and other written materials regarding various ongoing or contemplated services.
- Assisting in the procurement of funding for these projects.
- Advising and/or representing the VMUD on various project matters including proceedings before funding agencies, regulatory agencies, judicial bodies, public audiences, etc. when necessary.
- Preparing specifications, detailed construction drawings, contract documents, legal surveys for rights-of-way and easements, and funding progress reports for these projects.
- Self-performing construction of project components, or assisting with the solicitation, analysis, and procurement of contractors to perform construction and/or other services related to this project.
- Providing construction supervision and evaluation of quality control for this project, coordination and scheduling of contractors and required inspections, conducting periodic inspections, and preparation and submission of reports regarding the progress of this project or associated projects on behalf of VMUD.
- Evaluation of geotechnical or water quality related reports and evaluation and recommendation of payment of associated invoices.
- Evaluation of and recommendation of pay requests from contractors and subcontractors.
- All services shall be performed exclusively in the best interest of the VMUD, in accordance with all applicable professional, statutory and regulatory standards and codes in the most efficient and cost effective manner practicable.

Guidelines for Content of Qualification Statements

DO NOT INCLUDE COST INFORMATION with the qualification statement. Responses that include cost or pricing information will be rejected and will not be considered by the District. Detailed instructions on preparation of the qualification statement include:

- Statement of Qualifications should be limited to 20 pages excluding cover, table of contents, resumes and back cover.
- Specify office or offices where work will take place along with the primary contact from each office who will be directly involved with the day to day management of the project.
- Provide resumes of primary personnel who will be working on this project.
- Provide experience of firm reflecting technical capabilities of performing similar work on wastewater treatment plants (sub-1MGD plant experience a plus).
- Provide experience of firm with obtaining and working with state or federal funds for similar type projects.
- Provide three references from public entities (preferably water districts).

For more information on preparing and submitting the qualification statement, contact Scott Fry, P.E., District Manager, at 956-350-4136 or sfry@vmud2.org. Information can also be found at www.vmud2.org. Costs

associated with the preparation of Statements of Qualifications and any subsequent materials related to the effort to obtain this contract shall be the sole responsibility of the prospective Respondent.

Submittal Deadline

Three copies of the qualifications statement must be filed with the District by: November 3, 2022 at 4:00pm in a sealed envelope marked "SOQ for Wastewater Services", at 100 Hidalgo Ave. Rancho Viejo, Texas 78575.

Minimum Qualifications and Selection Criteria

The District will evaluate the proposals to determine which firm has the best qualifications. Evaluation of SOQ's will be based on information provided in relation to the information requested above. In addition, the following items will be considered:

- The competence of the firm to perform the services as reflected by education and experience in providing the services outlined herein.
- The ability of the firm to perform the services in a timely manner and the availability of adequate personnel to complete the services.
- The firm's record of delivering projects in a timely manner and within budget, including the delivery of detailed as-built plans and operations and maintenance manuals for mechanical equipment.
- The firm's knowledge of the rules and regulations with regard to federal funding and DBE procurement.

Contract Terms and Negotiation Schedule

The consultant for engineering services is expected to negotiate an agreement for services that is acceptable to the District. If an acceptable contract cannot be negotiated, the District may formally end negotiations and begin negotiating with the next highest qualified person or firm. Portions of this contract may be contingent upon release of funds from the Texas Water Development Board (TWDB). Any contract or contracts awarded under this Invitation for Bid (IFB) or Request for Qualifications (RFQ) may be expected to be funded in part by a loan from the TWDB. Neither the State of Texas nor any of its departments, agencies, or employees are or will be a party to this IFB, RFQ, or any resulting contract. RFQ's are issued in accordance with Section 2254 of the Texas Government Code (Professional Services Act). This contract is subject to the Environmental Protection Agency's (EPA) Disadvantaged Business Enterprise (DBE) Program, which includes EPA-approved fair share goals toward procurement of Minority and Women-owned Business Enterprise (M/WBE) firms. EPA rules require that applicants and prime contractors make a good faith effort to award a fair share of contracts, subcontracts, and procurements to M/WBEs through demonstration of the six affirmative steps. For more details of the DBE Program and the current, applicable fair share goals, please visit www.twdb.texas.gov/dbe. The District is an affirmative action/equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, handicap or national origin. Small, minority, and women-owned business enterprises are encouraged to submit proposals.

Inquiries and Restrictions

- Questions or additional information to clarify the intent of this RFQ must be submitted in writing no later than 4:00 p.m. on October 27th to: sfry@vmud2.org and creyes@vmud2.org. These questions will then be addressed in writing as a supplement to this RFQ on the District's website, www.vmud2.org.
- Respondents or their representatives are prohibited from communicating with VMUD Board Members regarding this RFQ, until after a contract is awarded. This prohibition includes phone calls, emails, "thank you" letters or any other contact that results in direct or indirect discussion of the RFQ submitted by Respondents. Violation of this provision by a Respondent or their agent may lead to disqualification of the Respondent's proposal from consideration.