

NOTICE OF REQUEST FOR PROPOSALS

The RAE Water and Sewer District is requesting proposals from qualified firms for engineering services to evaluate the existing wastewater facility efficiency, capacities, and other improvements to the District's wastewater treatment system.

The services to be provided will include:

- Preparation of a Wastewater Preliminary Engineering Report (PER), meeting the requirements of the Uniform Preliminary Engineering Report for Montana Public Facility Projects.
- Evaluation of the current wastewater treatment facility, effluent quality improvement, and capacities.
- Design, permitting, and construction management of recommended wastewater treatment plant facility improvements. Write appropriate funding agency grant applications, as needed.
- Perform grant administration, if necessary.
- Other wastewater related tasks, as needed.

Responses should include:

- The firm's legal name, address, and telephone number;
- The principal(s) of the firm and their experience and qualifications;
- The experience and qualifications of the staff to be assigned to the project;
- A description of the firm's current work activities, how these would be coordinated with the project, and the firm's anticipated availability during the term of the project;
- Past work performed for RAE Water and Sewer District, and
- The proposed work plan and schedule for activities to be performed.

Respondents will be evaluated according to the following criteria:

- Past experience with the District (30%).
- Familiarity with the Project (20%).
- Qualifications of the firm (20%).
- Work load and availability (20%)
- Location (10%)

The selection of the successful firm will be based on an evaluation of the written responses and an interview if the District deems the latter is needed. The award will be made to the most qualified firm whose proposal is deemed most advantageous to the District, all factors considered. Unsuccessful offerors will be notified as soon as possible.

Interested individuals or firms should contact Ken Ridgway (Telephone 406-586-3930) for additional information concerning the proposal and responses to any questions that respondents may have concerning the project. Or by email at raew@mtopticom.net.

1 electronic PDF format, and one paper copy of the proposal must be received by 3:00 pm on June 9st, 2023 and should be submitted to RAE Water, 10 RAE Water Lane, Bozeman, MT 59718. Please state "RAE Wastewater System Engineering" on the outside of the response package. This solicitation is being offered in accordance with Federal and Montana statutes governing procurement of professional services.

No costs for engineering services are required in the proposal. Accordingly, the District reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses deemed unqualified, unsatisfactory or inappropriate.