

**Request for Qualifications and Proposals for
Village of Perry
Water Treatment Plant Upgrades**

Water Treatment Plant Project

The Village of Perry was recently awarded a 2021 NYS Water Infrastructure Improvement (WIIA) Grant and a 2022 Bipartisan Infrastructure Law General Supplemental funding through the Drinking Water State Revolving Fund for upgrades to the Water Treatment Plant which was originally constructed in 1954.

Request for Qualifications for Engineering Consultants

The Village is seeking Statements of Qualifications from qualified engineering consultants to assist the Village in the implementation of the project. The Village will select a firm and negotiate an engineering services contract to design and oversee construction of the project improvements. More specifically, the Village is seeking assistance with the preparation of the plans and specifications for the project, solicitation and evaluation of the bids and bidders, oversight of the construction work and on-site inspection services.

The Village of Perry received a Preliminary Engineering Report in November 2021 which identified a significant amount of work that needs to be performed. The preliminary engineering report includes the recommendation to install a redundant upflow clarifier and rehab the existing clarifier, upgrades to raw water pump, replacement of the clear well tank, and improvements to the elevated storage tank.

If your firm is interested in assisting the Village on this project and providing the services required to enable the Village to undertake the proposed improvements, please provide the following information:

Scope of Services

- 1) Describe your firm's experience in providing the engineering and related services identified herein and for projects similar to that which the Village is proposing.
- 2) Describe the organization and management effort you proposed to accomplish the project.
- 3) Identify the person you propose to serve as the Project Manager and include resumes of the individuals who will be assigned to the project.
- 4) Describe the specific engineering services that your firm will provide to assist the Village of Perry in the implementation of the proposed project.
- 5) Please describe how you would propose to oversee the construction of the project to insure compliance with plans and specifications.
- 6) Describe your knowledge of EFC Water Infrastructure Improvement Act (WIIA) grant requirements.

The selection of the engineering consultant will be based on the qualifications of the firm and the staff team to be assigned to the Village's project. The following criteria will be utilized in evaluating the credentials of each firm responding to this request: successful performance in providing engineering services for similar projects; the extent of experience attained by the Project Manager and other staff persons proposed to be assigned to the project; familiarity with the rules and regulations of the EFC Water Infrastructure Improvement Act; technical resources available within the firm to carry out the assignment; and, the availability of these resources to the Village of Perry. The Village will negotiate a fee for services with the preferred firm. If an agreement cannot be reached, the Village will meet with the firm rated second and will attempt to negotiate a mutually acceptable fee for the scope of services to be provided. The relative weight of each criterion to be used by the Village in evaluating proposals will be as follows:

- Successful experience on similar projects (past performance) 25
- Technical capability and financial resources
(Qualifications of personnel and financial stability
of respondent organization) 20
- Experience with the Village and knowledge of infrastructure 20
- Availability of staff resources
(Commitment of personnel to the project) 20
- NYS EFC WIIA experience 15

Minority and Women Owned Business Enterprises and Section 3 firms are encouraged to submit a Statement of Qualifications for engineering services.

Please submit Qualifications and Proposals no later than 5:00PM on Wednesday, August 16, 2023 to the address below.

Samantha Marcy, Village Administrator
Village of Perry
46 North Main Street
Perry, NY 14530.

The Village reserves the right to conduct or waive interviews at its discretion depending upon the experience and qualifications received from each consultant. In addition, the Village may choose at its sole discretion to solicit separate qualifications and designate another consultant for any of the individual projects undertaken.

If you have further questions regarding the Request for Qualifications, please contact the Village Administration at spierce@villageofperry.com.