

**Request for Qualifications and Proposals for
Village of Perry
Engineering Planning Grant
Wastewater Treatment Plant Outfall Evaluation**

Wastewater Treatment Plant Outfall Evaluation

The Village of Perry was recently awarded an Engineering Planning Grant for the Wastewater Treatment Plant Outfall Evaluation through the NYS Environmental Facilities Corporation (EFC).

The Village of Perry's outfall located at the Wastewater Treatment Plant (7572 Water Street Road) was constructed in 1970 and is currently situated in a deep gorge approximately 150 feet down in elevation and 150 feet away from the manhole at the top of the bank. The location of the outfall poses a safety concern for access to the structure for inspection or maintenance. The Village of Perry would also like to evaluate its ability to meet lower phosphorus limits and alternatives to handling biosolids such as sludge drying and beneficial re-use.

Request for Qualifications for Engineering Consultants

The Village is seeking Statements of Qualifications from qualified engineering consultants to assist the Village in completing an Engineering Study to examine existing conditions, issues and identify solutions for the outfall structure located at the Wastewater Treatment Plant to improve accessibility and operator safety. The Village will select a firm and negotiate an engineering services contract to examine conditions, identify solutions, and prepare the final Preliminary Engineering Report.

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) Describe your knowledge of Environmental Facilities Corporation Engineering Planning 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 Environmental Facilities Corporation; 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) 35
- Technical capability and financial resources
(Qualifications of personnel and financial stability
of respondent organization) 25
- Availability of staff resources
(Commitment of personnel to the project) 20
- NYS EFC experience 10
- Experience with the Village and knowledge of infrastructure 10

Please submit Qualifications and Proposals no later than 2:00PM on Friday, December 19, 2025 to the address below.

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

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.