



City of Milton-Freewater
Request for Qualifications
Well 9 Hydrogeologic Assessment
Contract 296

DUE DATE/TIME: December 15, 2020 / 2:30 p.m. local time

SUBMITTAL LOCATION: City of Milton-Freewater, Public Works Department, Attn: Steven Patten, 501 Lamb Street, PO Box 6, Milton-Freewater, OR 97862. Qualifications must be received at this location on or before said due date. Proposers are solely responsible for meeting this deadline.

PROJECT DESCRIPTION: The City of Milton-Freewater is seeking interested consulting firms to submit a list of pertinent qualifications for completing a hydrogeologic assessment for Well 9. Well 9 is a municipal well drilled into the Columbia River Basalt Group in the 1950s. The assessment should include work to determine physical condition of the well and provide recommendations for rehabilitating the well to address odor and excessive pumping drawdown. The City will directly contract with other providers to pull the pump from the well, inspect the pump and to camera the well. The consultant would be required to be onsite and to direct the video survey of the well. Consultants should propose the scope of their assessment in their RFQ submittal.

REQUIREMENTS/CRITERIA:

Qualification submittals may not exceed 10 pages (i.e. 10 pages is equal to 10 pieces of paper) in total length. In addition to the 10 pages we will allow for the following additional supporting documents as follows: Cover Letter (not to exceed one (1) page). Table of Contents (not to exceed one (1) page). Covers (front and back – not to exceed one (1) sheet each to include the front and back).

The following is the criteria that will be used for scoring proposals:

1. A statement describing Consultants' general qualifications and related performance information.
2. Scope of work for well assessment.
3. A description of Consultants' specific qualifications for municipal well assessments and examples of previous work rehabilitating municipal wells.
4. Similar completed projects and references concerning past performance including but not limited to quality of work, ability to meet schedules, cost control and contract administration.
5. Consultants' geographic proximity to and familiarity with the physical location of the project.

6. Consultants' Ownership status and employment practices regarding women, minorities and emerging small businesses or historically underutilized businesses;
7. Consultants' pricing policies or other pricing information, including the expenses, hourly rates and overhead.

Proposers responding to this request for qualifications do so solely at their expense and the Contracting Agency (City) is not responsible for any Proposer expenses associated with the Request for Qualifications.

The Proposer declares and agrees that they will comply with all provisions of the Federal and State statutes and regulations pertaining to Workers Compensation, Industrial Accident Insurance, Income Tax Withholding, Social Security and payment of bills for labor and materials. Workers shall be paid not less than the specified minimum hourly rate of wage if the project is subject to the Prevailing Wage Rate Law.

The City reserves the right to reject any or all qualifications, to postpone making the award for a reasonable length of time, or waive informalities, and to accept the qualifications deemed in the best interest of the City considering the experience and equipment of the bidders and the time required for completion.