

**REQUEST FOR STATEMENTS OF QUALIFICATIONS**  
**WATER SYSTEM ENGINEERING DESIGN SERVICES**  
**2020 Water System Projects**

BACKGROUND AND PURPOSE

The Henderson Water Utility (HWU) is requesting Statements of Qualifications (SOQ) from qualified firms licensed in the Commonwealth of Kentucky to provide engineering services for design of three projects within the HWU Water systems. The projects are:

- 1) Repair and Painting of the 750,000-gallon **Graham Hill Water Storage Tank** near Henderson, Kentucky, to include study of modifications to improve mixing in the tank.
- 2) Repair and Painting of the 1,000,000-gallon **Tyson Water Storage Tank** near Robards, Kentucky.
- 3) Preliminary Engineering Report for the installation of **Granular Activated Carbon filters** at the **North Water Treatment Plant**, 510 North Water Street, in Henderson, Kentucky.

Services provided for the projects will include the following:

- Project kickoff meeting with HWU for proper identification of project scope and alignment of expectations.
- For the GAC Filter project, prepare preliminary design report assessing layout/location on the existing plant site, and including preliminary cost estimates. The GAC Filter project will only be taken to a 10%/PER stage, at this time.
- For the Tank projects, prepare plans and specifications, including design review meeting at 90 percent plans completion.
- Prepare and update project cost estimates at preliminary design report, 50, 90 and 100 percent milestones, including recommendations for contingency.
- Provide all sub-consultant services necessary including structural, electrical, and/or mechanical engineering.
- Obtain plans and specification approval from the Kentucky Division of Water and any other necessary approvals.
- Provide Bidding & Award and Construction-Related Engineering Services.
- Full-time Construction Inspection services may be provided as an optional item (may be performed by HWU).
- Prepare As-Built drawings and State Certification upon final completion of the project.
- Provide warranty inspection 11 months after project completion.

Response should be both thorough and concise, detailing experience, personnel, and references relevant to water treatment plant and water storage tank evaluation and design. Engineering firms that have not provided ongoing water storage tank and/or water treatment plant evaluation and design services for a period of at least five years need not apply.

## EVALUATION CRITERIA

Statements of Qualifications will be evaluated on the following criteria:

- Experience – Ability to satisfy the technical components of this work.
- Similar Projects – verifiable experience on similar projects in the last five years including project location, date, description, actual cost, time to completion.
- Resumes – information on personnel to be assigned to this work.
- References – client contact information.
- Project Approach and Schedule – Provide a narrative of the firm’s approach to the project and the proposed design effort. Include a project schedule based on a notice to proceed 30 days from the date the SOQ is due.

Provide one response per company and address multiple projects within that single response. Awards may be made to multiple respondents.

## SELECTION PROCESS

The selection process will include an evaluation by staff of the Henderson Water Utility, who will make a recommendation to the Henderson Water and Sewer Commission.

Interested firms should submit five copies of their Statement of Qualifications to:

Henderson Water Utility  
111 Fifth Street  
Henderson KY 42420

**Statements of Qualifications must be received no later than 4:00 p.m., 1 April 2020.**

Questions related to this Request for Qualifications should be directed to Tom Williams, P.E., 270.826.2421, or at [tom.williams@hkywater.org](mailto:tom.williams@hkywater.org).

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RFQ’s, Clarifications and Addenda may be obtained from:

HWU website: <http://tinyurl.com/hwu-bids>

HWU Bobby Gish Administration Building: 111 Fifth Street, Henderson, KY 42420

The Water and Sewer Commission reserves the right to accept or reject any or all proposals in whole or in part and to waive informalities and/or technicalities. Conflicts of interest, gratuities and kickbacks as defined and provided for in KRS 45A.455 are absolutely prohibited.

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