

Legal Ad –Town of Watertown RFQ Engineering Services

RFQ ENGINEERING SERVICES

The Town of Watertown, Jefferson County, New York, will be accepting statements of qualifications for Engineering Consulting Services on the Town’s Sewer District #1 Improvement project.

The Town of Watertown has received a consent order failing to comply with their SPDES permit limits. The Town engaged BCA Group to prepare an engineering report titled “Sewer District No. 1 Improvements”. The Town is looking to undertake the recommended improvements to fulfill their consent order and provide immediate and long-term corrections. The Town is anticipating utilizing various funding agencies to finance this project, and the selected engineering firm will be responsible for designing, bidding, administering and closing out the project in accordance with various funding agency requirements.

Utilizing a qualifications-based process, the Town will select a consulting engineering firm licensed in the State of New York to design, bid, administer and close-out projects as the need arises. The selection of the consultant will be valid for a period of three (3) years from the date of Town Board approval and the Town reserves the right to renew the selected consultant contract for an additional three (3) years.

The full Request for Qualifications may be obtained from the Town Supervisor of the Town of Watertown Monday through Friday 8:00AM – 3:30PM at 315-782-8248 or jrb-supervisor@gisco.net.

All proposals should be marked with the following language: “REQUEST FOR ENGINEERING QUALIFICATIONS – SEWER DISTRICT #1”

Proposals may be transmitted electronically in a PDF format consisting of a Statement of Qualifications per the requirements of the RFQ or one (1) bound copy of your qualifications statement via mail in a sealed envelope no later than 11:00am February 28, 2025 the submittal deadline date. Proposals received after that time will not be considered.

Proposals should be submitted to Joel Bartlett, Supervisor of the Town of Watertown, 22867 County Route 67, Watertown, New York 13601 or to the following email address: jrb-supervisor@gisco.net

To be evaluated properly, the following must be addressed in detail:

- **Qualifications** – Availability of qualified personnel and capacity of the firm to carry out professional engineering services.
- **Experience** – Experience and technical expertise of the firm and its personnel as well as information regarding projects previously undertaken, including the types and cost of projects.
- **Scope of Services** – Summarize scope and type of services understanding of program and tasks.

The Town of Watertown is an Equal Opportunity Provider and Employer. The Town of Watertown encourages Minority-owned Business Enterprises (MBEs) and Woman-owned Business Enterprises (WBEs) to submit qualifications.

The Town of Watertown will award a contract to the engineering firm(s) deemed most qualified to provide services as requested. The contract(s) will include scope and extent of work and other essential requirements.

The Town of Watertown reserves the right to reject any and all proposals.