

ENGINEER, BOND COUNSEL, and FINANCIAL ADVISOR - REQUEST FOR QUALIFICATIONS

The City of Poteet requests the submission of qualifications statements, which will lead to the possible award of a contract to provide services for a project involving Texas Water Development Board Lead Service Line Replacement (LSLR) Program.

Scope of Work

The services to be obtained for the Engineer require: A full description of the services to be obtained for the Engineering and Administration, Bond Counsel, and Financial Advisor is available on the City's website: <https://www.poteettx.org>

Guidelines for Content of Qualification Statements

DO NOT INCLUDE COST INFORMATION with the qualification statement. Responses that include cost or pricing information will be rejected and will not be considered by the City. Detailed instructions on preparation of the qualification statement must be obtained from the City. For more information on preparing and submitting the qualification statement, contact Kerry McCollough, Public Works Administrator, at Poteet City Hall, 491 Avenue H, Poteet, Tx 78065 at 830-742-3574, X110. This information should be requested as soon as possible in order to allow time to prepare the document and comply with the procedures.

Submittal Deadline

Three (3) physical copies and one (1) digital copy of the qualifications statement must be sealed, clearly marked on the face of the shipping container, and filed at Poteet City Hall no later than July 22, 2024 at 3:00 PM.

Minimum Qualifications and Selection Criteria

The City will evaluate the responsive proposals to determine which firm has the best qualifications based on the selection criteria.

Contract Terms and Negotiation Schedule

The consultant for Bond Counsel, Financial Advisor, Engineering and Rate Consultant services is expected to negotiate an agreement for services that is acceptable to the City. If an acceptable contract cannot be negotiated, the City may formally end negotiations and begin negotiating with the next highest qualified person or firm.

This contract is contingent upon release of funds from the Texas Water Development Board (TWDB). Any contract or contracts awarded under this Invitation for Proposal (IFP) or Request for Qualifications (RFQ) are expected to be funded in part by a loan from the TWDB. Neither the State of Texas nor any of its departments, agencies, or employees are or will be a party to this IFP, RFQ, or any resulting contract. RFQ's are issued in accordance with Section 2254 of the Texas Government Code (Professional Services Act).

This contract is subject to the Environmental Protection Agency's (EPA) Disadvantaged Business Enterprise (DBE) Program, which includes EPA-approved fair share goals toward procurement of Minority and Women-owned Business Enterprise (M/WBE) firms. EPA rules require that applicants and prime contractors make a good faith effort to award a fair share of contracts, subcontracts, and procurements to M/WBEs through demonstration of the six affirmative steps. For more details of the DBE Program and the current, applicable fair share goals, please visit www.twdb.texas.gov/dbe.

The City of Poteet is an affirmative action/equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, handicap or national origin. Small, minority, and women-owned business enterprises are encouraged to submit proposals.