

**LAKE MERIDIAN WATER DISTRICT
ENGINEERING SERVICES REQUEST FOR QUALIFICATIONS**

- I. General: Lake Meridian Water District (District) is a special purpose water district organized and operating in accordance with Title 57 RCW in King County, Washington. It is located on the East Kent Plateau providing water service to customers located within the Cities of Kent, Covington and Auburn. The District is soliciting Statements of Qualifications (SOQ) from qualified consulting/engineering firms to provide to the District on call/support professional engineering and related services in accordance with chapter 39.80 RCW (RFQ). The District's engineering services include, but are not limited to, the following:
- A; General engineering.
 - B; Water System Design and System Comprehensive Planning.
 - C; Construction Management.
 - D: Developer Extension Services.
 - E; Surveying
 - F; Environmental Reviews and Project Permitting
 - G; Electrical Engineering Services.
 - H; Structural Design
 - I; GIS and mapping services
 - J; Representation at District and Interagency meetings
- II. Term of Contract: The District shall enter into a one-year contract with the selected consulting/engineering firm. The contract may be renewed, at the District's sole discretion, for up to two successive one-year terms.
- III. Evaluation of Proposals: Selection criteria shall include, but not be limited to:
- A; Designated firm contact and staff proposed to work with the District with brief statement of professional qualifications necessary for satisfactory performance of required services;
 - B; Specialized experience and technical competence in the type of work required
 - C: Previous experience providing on call/support services to government agencies in the central Puget Sound area.
 - D: Statement of firm's capacity to provide all requested services in a timely manner for the duration of the contract.
- IV. Contents of Proposals: Each firm submitting a Statement of Qualifications (SOQ) must submit five (5) written copies of its SOQ, plus one electronic copy to the District. The SOQ shall include sufficient information of the firm's qualifications, proposed personnel who will do the work, local knowledge and experience, references and any other information deemed prudent for the District to evaluate the firm's qualifications to provide on call services. The SOQ shall not exceed Ten (10) pages, plus a cover letter not exceeding two (2) pages.
- V. Terms and Conditions: The District shall not be responsible for any costs incurred by the respondent(s) in preparing, submitting, or presenting its SOQ or participating in the interview process. The responding firm shall bear all costs relating to the SOQ, including time in preparation of an SOQ, copies submitted, and time spent in interviews or negotiation with the District prior to final selection. Nothing contained herein shall require

the District to enter into exclusive negotiations and the District reserves the right to amend, alter and revise its criteria in the selection of a respondent without notice. The District reserves the right to request clarification of information submitted and to request additional information from any respondent. The District will not accept any submittal after the time and date specified on this RFQ. The qualifications of each member of the firm are important criteria in the selection process. The District, at its sole discretion, reserves the right to accept or reject proposed changes to the members of the firm providing services to the District. The selected firm must agree not to perform any engineering services to developers, businesses, or anyone for project(s) or services within the District which would cause or potentially cause a conflict of interest in representing the District.

- VI. Submittal of Proposals The written proposals shall be submitted to District by 4:00 p.m. on Tuesday, August 31, 2021, addressed to:

Chris Hall, General Manager
King County Water District No. 111
27224 144th SE
Kent, WA 98042

The electronic copy of the proposal shall be submitted by email to chall@wd111.com no later than 4:00 p.m. on Friday, August 31, 2021.

Both written and electronic copy of the proposal must be timely delivered for applicant to be considered by the District. Faxed proposals will not be considered.

- VII. Selection of Most Qualified Firm: The District shall evaluate the SOQs submitted and may conduct interviews with one or more firms regarding qualifications and performance data. The District shall then select the firm deemed to be the most highly qualified to provide the required services and negotiate a contract with that firm at a price the District determines is fair and reasonable to the District. If the District is unable to negotiate a satisfactory contract with the firm selected at a price the District determines to be fair and reasonable, negotiations with that firm shall be formally terminated and the District shall select the next most qualified firm and negotiate a contract with that firm until agreement is reached or the process is terminated.
- VIII. Schedule: Interviews of selected firms may be scheduled on September 8th or September 9th, 2021, with negotiations with the firm deemed to be the most highly qualified to provide the required services thereafter, with a proposed contract for the requested services to be considered by the District Board of Commissioners for award at the regular Board meeting of September 23rd, 2021. The contract is anticipated to commence October 1, 2021.
- IX. Rejection of Proposals: The District reserves the right to reject any or all proposals received.

Published: August 13, 2021 and August 20, 2021