

MORGANTOWN UTILITY BOARD
Request for Proposals for Engineering Inspection Services

Morgantown Utility Board plans to expand and upgrade various components of its water and wastewater systems and seeks proposals from qualified Engineering Consultants for professional services necessary to provide resident inspection services for the proposed construction activities and similar projects. Activities to be inspected may include but are not limited to construction/modification of gravity sanitary sewers, sanitary sewer force mains, waterlines, sewage pumping stations, odor control facilities, water storage tanks, tank painting, and related construction. The duration of the contract is anticipated to be no greater than twenty four months, but may be extended or terminated at the discretion of the Morgantown Utility Board. The requested inspection services may be continuous, and/or may be intermittent "on call", depending upon the needs of the client at various times throughout the project.

The total cost of the construction is approximately \$25 million. Funding for the project will be provided by the West Virginia Department of Health and Human Resources, the West Virginia Department of Environmental Protection, and by a Municipal Bond issued by the City of Morgantown.

Prospective Consultants must submit an Expression of Interest (**EOI**) to the Morgantown Utility Board no later than **4:00 p.m. November 3, 2009**. The EOI may be a one sentence letter, simply expressing interest in the project, and requesting the detailed RFP. Early submission of the EOI is strongly encouraged. Upon receipt of the EOI, the Board will immediately issue a detailed RFP, providing further information about the project and the selection process.

The required procedure includes submission of a Statement of Qualifications (**SOQ**), which shall be due no later than **4:00 pm November 4, 2009**. The SOQ shall follow the outline presented below. Note that failure to provide the information required by the outline may result in immediate disqualification of the SOQ.

1. Statement of firm's Qualifications to provide the subject services.
2. Consultant's history with similar projects and activities.
3. Consultant's understanding of proposed construction activities.
4. Key staff and personnel, which includes field inspectors and technicians who will be providing the proposed services.

Eight copies of the Statements of Qualifications should be mailed to:

Morgantown Utility Board
Attn: Timothy L. Ball
P. O. Box 852
Morgantown, WV 26507-0852
E-Mail: tball@mub.org

Based upon the review of the SOQ of each respondent, at least three firms will be invited for interviews with the selection committee. Said interviews shall be by invitation only. It is possible that two Consultants may be chosen to provide inspection services.

The evaluation of respondents and the selection of any Consultant so chosen will be conducted on the basis of demonstrated competence and qualification for the professional services as required in accordance with West Virginia Code Chapter 5G. The selected Consultant(s) must satisfy the standard insurance requirements of MUB, and to provide certificates of insurance conforming to same. Copies of the insurance requirements are available upon request

All federal equal opportunity and affirmative action requirements in regard to race, sex, religion, national origin. Handicap and Vietnam Veteran or Disabled Veteran status, as found in 41 CFR 60-1.4, 41 CFR 60-250.3 and 41 CFR 741.3, are herein incorporated by reference.

“DBE REQUIREMENTS”

Each Bidder must fully comply with the requirements, terms, and conditions as set forth in the contract documents to achieve Disadvantaged Business Enterprise (DBE) participation during the performance of this contract. The bidder commits itself to the program for DBE participation and all other requirements, terms, and conditions of the bid conditions by submitting a properly signed bid.

The bidder agrees to make “good faith efforts” to sub-contract a portion of the total value of the contract to Disadvantaged businesses. This shall be done in compliance with the six (6) good faith efforts as outlined in 40 CFR 31.36(e). Failure to demonstrate good faith efforts may lead to rejection of bids. For the purpose of this program, the term “subcontractor” includes all construction, modification, and service work contracted for by the bidder in the execution of the work under this contract.

“NONDISCRIMINATION IN EMPLOYMENT”

“Bidders on this work will be required to comply with the President’s Executive Order No. 11246. The requirements for bidders and contractors under this order are explained in the specifications.”

MORGANTOWN UTILITY BOARD
Morgantown, West Virginia

James L. Green
General Manager

October 26, 2009
November 2, 2009