

Charter Township of Flushing, Michigan

Request for Statements of Qualifications for State Revolving Fund Planning, Design, and Construction Services

The Charter Township of Flushing (Township) is soliciting Statements of Qualification (SOQ) for an engineering firm to perform all professional engineering services related to a proposed wastewater collection project intended to be funded through the Clean Water/State Revolving Fund (SRF) program that is administered by the Water Infrastructure Financing Section of the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

- 1) Proposals shall be submitted no later than **Monday at 4:00 p.m., December 30, 2024**, to:

Frederick Thorsby, Supervisor
Charter Township of Flushing
6524 N. Seymour Rd.
Flushing Township, Michigan 48433

- 2) The Township reserves the right to reject all proposals and to waive technicalities.
- 3) No submission may be withdrawn for a period of 120 calendar days after the scheduled closing time for receipt of the proposals.

Questions relative to this Request for Qualifications can be directed to:

Frederick Thorsby – Supervisor
810-659-0800
Supervisor@flushingtwp.org

The Township reserves the right to reject any or all qualification packages, to waive any irregularities, and further reserves the right to accept any qualifications or parts of the qualifications package which it deems to best serve the interest of the Township.

***PRICES OR RATE SCHEDULES WILL NOT BE CONSIDERED IN THIS SELECTION PROCESS AND SHOULD NOT BE SUBMITTED WITH THE CONSULTANT'S SOQ.**

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Project Description

The Charter Township of Flushing project name: Indian Village sanitary sewer extension project. The project will install a new sanitary sewer collection system in Indian Village, Ponderosa and Granrich Subdivisions. Currently sanitary sewer is not available in these locations therefore this is a proposed extension to the Genesee County Drain Commissioner's Office of Water and Waste Services sanitary system.

Scope

The selected engineering firm may be required to:

1. Prepare and submit an SRF Project Development Plan
2. Provide program management
3. Prepare Preliminary and Final Design of
 - a) Indian Village sanitary sewer extension project as described above
 - b) Miscellaneous sanitary pump station, force main, and gravity sewer main design
4. Provide Permitting and Bidding Assistance
5. Provide Construction Services including observation, hold progress meetings, provide construction engineering, surveying, mapping, SRF compliance, and preparation of As-Built drawings

Evaluation Criteria and Process

The Township will review, evaluate, and score SOQs based on the following criteria (100 points possible):

1. Demonstrated Project Understanding (30 points)
2. Experience securing low-interest funding through the Water Infrastructure Financing Section of EGLE and other state grant funding (30 points)
3. Detailed Project Team experience with the design and construction of sanitary sewer, with references (30 points)
4. Location of Consultant's office, proximity to the Project and ability to communicate with the city and/or be on-site during the project. (10 points)

The Township will review the submitted SOQs and, per the Qualifications-Based Selection Guidance provided by EGLE, will identify the most qualified firm using the criteria listed above. The Township reserves the right to select the most qualified firm with or without conducting interviews. The Township also reserves the right to accept or reject any or all SOQs or any part of a SOQ, or to waive any irregularities, whenever such rejection or waiver is deemed to be in the best interest of the Township.

SOQ Submittal Requirements

Interested Consulting Engineers should submit three (3) copies of the SOQ consisting of no more than five (5) 8½-inch x 11-inch double-sided sheets (10 printed sides), not including a cover letter, resumes (maximum of 2 pages for each), or attached 11-inch by 17-inch figures in a sealed envelope to:

Frederick Thorsby, Supervisor
Charter Township of Flushing
6524 N. Seymour Rd.
Flushing Township, Michigan 48433

The envelope shall be clearly marked on the exterior with the name of the firm submitting the SOQ and marked "**SEALED QUALIFICATIONS FOR SRF PLANNING, DESIGN AND CONSTRUCTION SERVICES.**"

Proposals must be received no later than Monday at 4:00 p.m., December 30, 2024.

Pre-proposal inquiries may be directed to Frederick Thorsby, and will only be accepted via email to supervisor@flushingtwp.org through Tuesday, December 17, 2024, by 4:00 p.m.

Interested Consulting Engineers must submit a copy of the firm's insurance certificate showing, at a minimum, general and professional liability, auto, and workers' compensation insurance coverages.

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