

Project Name: Water Treatment & Distribution Master Plan Update
Opening Date: 3/2/10
Opening Time: 2:00:00 PM
Due Date: 3/2/2010
Due Time: 2:00 PM
Status: Open
Description:

REQUEST FOR PROPOSALS WATER TREATMENT & DISTRIBUTION MASTER PLAN UPDATE

The City of Shady Cove seeks proposals from qualified Engineering Consultants, as described in the scope of work set forth herein. Proposals will be received by the City of Shady Cove, City Hall, 22451 Highway 62, until **2:00 PM, local time, March 2, 2010**. Proposals shall be limited to **4 pages with a cover letter and resume's of the team members**.

Responses will be opened publicly after the proposal closing at **2:00 PM local time March 2, 2010**. Award of the project is scheduled for the Regular City Council meeting on **March 18, 2010**.

DESCRIPTION: Complete a facilities and financial master plan for a water system for the city. The scope of service must include, but is not limited to the following: (a) A phasing plan that assumes purchase of the existing system and that capital expenditures will be within a feasible amount until the system is expanded to meet the needs of the city over a period of time not to exceed ten years. (b) Preliminary design and construction estimates by phase and year. These estimates should assume that the existing private water system will be valued by others and that this system will be available at a cost to be determined for purchase by the City of Shady Cove. (c) A cost recovery plan, based on the anticipated capital and operating costs, that utilizes hookup fees, SDCs, and water rates. The City of Shady Cove wants to accomplish full cost recovery of the system within twenty years of initial system completion and generate sufficient revenues to cover the costs of ongoing operation and maintenance. (d) An estimated rate formula that includes rates proposed to be assessed to all classes of customers upon connection to the water system. (e) An estimated SDC amount for those who initially connect to the system. (f) Estimated hookup fees to recover hookup costs. (g) Suggested operation policies that define when water is to be provided to a neighborhood, when customers will be required to connect to the system after mains are available, initial connection and SDC fees, and how existing wells are to be accommodated. Fee differentials between those connecting immediately and those who do not connect for several years may be acceptable to the City of Shady Cove.

Additions to the above scope of services must be accompanied by a separate explanation, description and cost estimate.

This project is primarily funded with a \$20,000 grant from the Oregon Lottery Fund through The Water Wastewater Financing Program administered by Oregon Business Development Department - Infrastructure Finance Authority. Other funding may be available with approval of the City Council.

The Request for Proposal packet includes a copy of the 2005 Shady Cove Water Works Brown and Caldwell Water Master Plan Update and may be obtained from the City of Shady Cove City Hall, by calling (541) 878-2225, or from our website at www.shadycove.net. Packets obtained from other sources are not valid documents.

The selection criteria will be qualification based in accordance with ORS 279C.110 with emphasis on responsiveness to the identified deliverables, approach to the work described, and suitability of individuals proposed to work on the project with associated cost and hourly rates.

In accordance with ORS 279B.100 the City of Shady Cove may cancel the procurement or reject any Proposal not in compliance with all prescribed public Request for Proposal procedures and requirements, or may reject for good cause, any or all Proposals upon a finding of the City it is in the public interest to do so.

All respondents must state at the appropriate place in the proposal, whether or not the respondent is a resident as defined in ORS 279A.120. A percentage increase, as determined by the Department of General Services, will be added to non-resident's proposal for the purpose of determining the lowest qualified respondent.

Proposals received after the time established for receiving proposals will not be considered. **FACSIMILE PROPOSALS ARE NOT ACCEPTABLE.**

The City of Shady Cove programs, services and activities are open to all persons without regard to race, sex, age, handicap, religion, ethnic background, sexual orientation, or national origin. For further information about this equal opportunity policy, contact the City of Shady Cove City Administrator at, (541) 878-3757. For questions regarding this proposal, contact the City of Shady Cove City Administrator at (541) 878-3757 or the Public Works Director at (541) 878-3322.