

REQUEST FOR PROPOSALS
FOR
ENGINEERING SERVICES
MOUNTAIN TO MEADOW WATER LINE PROJECT
RFP # 2007-02

The Big Sky County Water and Sewer District 363 is soliciting proposals for engineering construction management, surveying and resident project inspection services for its Mountain to Meadow village water line project. This project is an SRF project that is currently under construction. All engineering services shall be in conformance with the requirements of the Department of Environmental requirements, and the various state and federal funding agencies.

I. Proposed Project Description

This is a drinking water system project. A new steel water service line is being constructed to connect the Mountain Village, Meadow Village, Lone Moose and Aspen Groves water system together. The District is requesting proposals for construction phase engineering services for this project. The District will procure engineering services in accordance with 18-8-201 MCA.

II. Project Location

The Big Sky Water and Sewer District is located in both Gallatin and Madison Counties. The District currently provides water and sewer service to the Mountain Village and Meadow Village areas of Big Sky. A map of the District boundary is attached as **Exhibit A**.

A map view of the Mountain to Meadow Village water line project area for this RFP is attached as **Exhibit B**. The area is located partly within and partly outside of the District boundary.

III. Scope of Services

At a minimum, the services to be provided will include:

- A. Full time Resident Project Inspection (RPI) services; and
- B. Construction Management Project Engineering
- C. RPI to attend weekly construction meetings
- D. Certify quantities and payroll
- E. Certify all contractor pay requests
- F. Procurement of easements associated with the project
- G. Surveying and construction staking
- H. Any other engineering related duties that may be required by the District for this project as they arise.

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IV. Deliverables

At a minimum the engineering firm selected for this project must provide:

- A. Daily inspection reports
- B. Weekly summary reports
- C. Construction photos and an index for those photos copied to digital media and a hard copy print out
- D. Construction field notes for as-built drawings As-built plans in digital and hard copy formats. Plans must be provided on digital media in Autocad and PDF file formats. 2 sets of hard copy plans must be submitted as 24x36 inch and 11x17 sheet formats, and 1 set of each as mylars.

V. Responses

Responses must include the following:

- A. Engineering firm's legal name, address, and telephone number;
- B. Qualifications of the professional personnel to be assigned to the project;
- C. Capability to meet time and project budget requirements;
- D. Present and projected workload for key project staff;
- E. Related experience on similar projects including the name and phone number of a local official knowledgeable of the firms work;
- F. Recent and current work for the District;
- G. Proposed project approach and schedule for activities to be performed.

VI. Evaluation Criteria

Proposals will be evaluated according to the following factors:

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| 1. Overall understanding of the project and project approach | 50% |
| 2. Staff qualifications | 20% |
| 3. Overall quality of the proposal | 10% |
| 4. Experience with planning and wastewater system design | 10% |
| 5. Geographic Location of Firm | 5% |
| 6. Cost | 5% |

VII. Selection Criteria

The selection of firms to be interviewed will be based on the evaluation of the written responses, if deemed necessary. The District reserves the right to select a firm directly from the written proposals. The award will be made to the most qualified firm whose proposal is deemed most advantageous to the District, all factors considered. Unsuccessful firms will be notified as soon as possible.

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Questions and responses should be directed to:

Ron Edwards, District Manager
561 Little Coyote Road
Big Sky County Water and Sewer District 363
P.O. Box 160670
Big Sky MT 59716

Five (5) copies of the proposal must be received by 5:00 PM JUNE 15, 2007. Please state "**Mountain to Meadow Water Line Project Proposal**" on the outside of the response package.

This solicitation is being offered in accordance with federal and state requirements governing the procurement of professional services. Accordingly, the Big Sky Water and Sewer District reserves the right to negotiate an agreement with the selected firm based on fair and reasonable compensation for the scope of work and services proposed as well as the right to reject any and all responses deemed unqualified, unsatisfactory, or inappropriate.

Exhibit A
Map of the Big Sky County Water & Sewer District

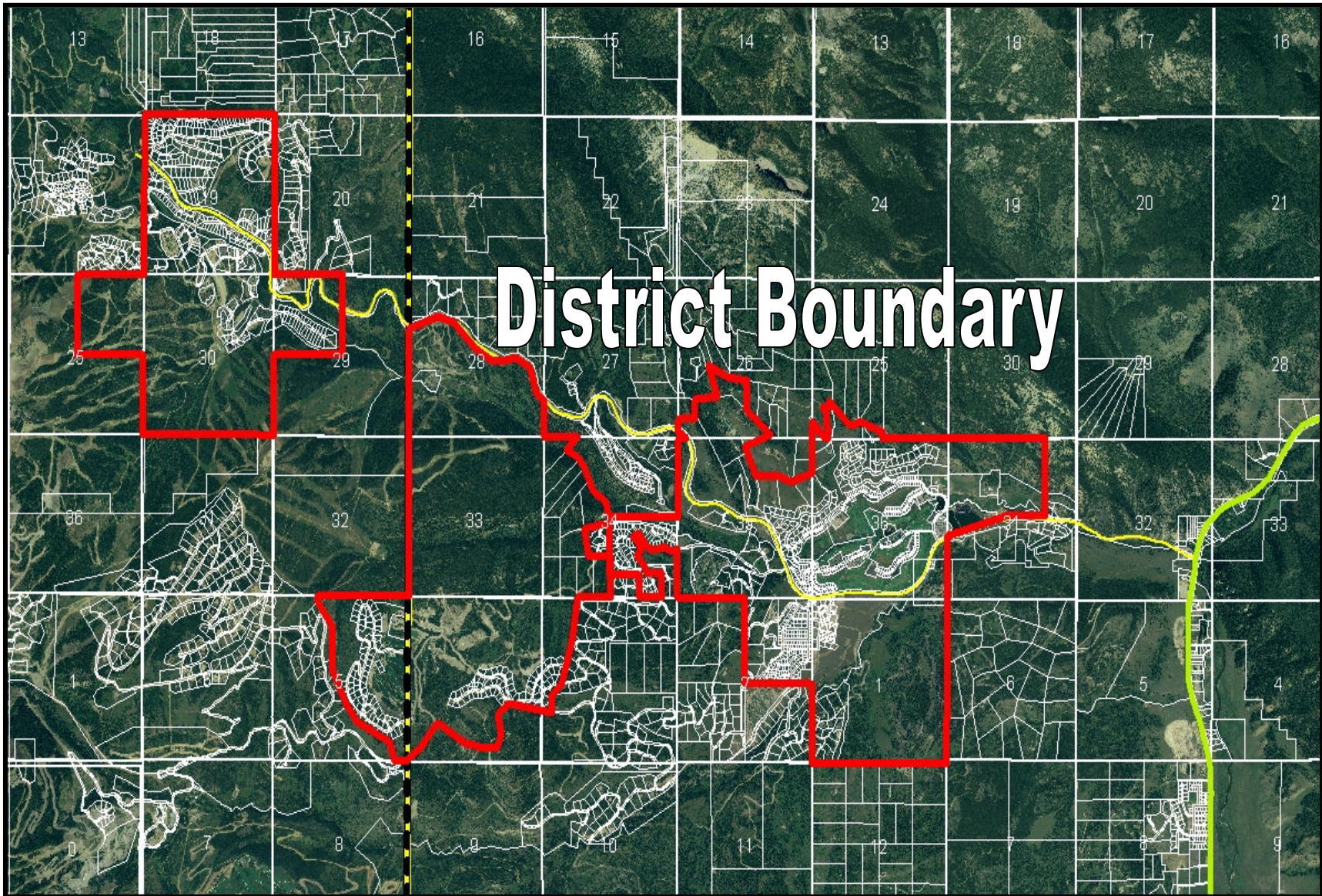


Exhibit B
Map of the Project Area

