

PRESIDIO COUNTY, TEXAS

ISSUE DATE: September 12, 2024
TO: Engineering Firms
FROM: Trey Gerfers
Program Manager
SUBJECT: Request for Statements of Qualifications for Engineering Services
for Water and Wastewater Projects

Presidio County (County) is requesting a Statement of Qualifications (SOQ) from interested and qualified consulting engineering firms for professional engineering services to assist the County with aspects of the planning, acquisition, design, and construction phases of several water and wastewater projects that have been approved and funded through the State Revolving Funds (SRFs) of the Texas Water Development Board. The selected firm(s) or person(s) will be retained to provide engineering services to implement these water and wastewater projects. Enclosed for your consideration is a Request for Statement of Qualifications (RFQ).

To be considered for this project, your firm must meet the qualifications and satisfy the requirements set forth in the RFQ. If you are interested in being considered, please **submit your SOQ by 4 p.m., September 27, 2024** to the person listed below. The submission date for questions, clarifications, or **requests for general information is 2 p.m., September 25, 2024**. Any requests received after this date will be returned and not addressed. Note that all questions, clarifications, or request for general information are to be submitted **in writing via email** or other mail carrier to the Program Manager.

A selection committee consisting of County staff and officials will rate the SOQs using the evaluation criteria developed for these projects. Said evaluation criteria are attached to this RFQ. The selection committee may interview one or more firms to further evaluate qualifications. The selection committee will present their recommendations to the Presidio County Commissioners Court (Commissioners Court) who will select the consultant(s) for these projects. During the evaluation process, the County reserves the right, where it may serve the County's best interest, to request additional information or clarifications from respondents, or to allow corrections of errors or omissions.

Review of Proposals:

1. The committee will review the SOQs at its earliest convenience after the submittal deadline date.
2. The SOQs will be reviewed and rated relative to the evaluation criteria established for these projects. Said evaluation criteria are attached to this RFQ.
3. If necessary, the committee will invite one or more responding firms to make a presentation before the committee.
4. After completing the evaluation process, the committee will recommend the firm deemed the most qualified to the Commissioners Court for consultant selection.
5. Commissioners Court will consider the committee recommendation at its earliest convenience.

Any questions and correspondence should be directed to:

Presidio County
Trey Gerfers: Program Manager
US Postal Service mailing address:
PO Box 606
Marfa, Texas 79843
Physical address (for hand delivery, UPS, FedEx):
Presidio County Judge's Office
Presidio County Courthouse
300 N. Highland Avenue
Marfa, TX 79843

Telephone: (432) 295-0891
Email: tgerfers@pcuwcd.org

Contact regarding this project with any County personnel or officials other than Mr. Trey Gerfers or his designated representative after the issue date of this RFQ will be grounds for removal of the firm from consideration.

Request for Qualifications

Professional Engineering Services for SRF-funded Projects for Presidio County

Presidio County
Trey Gerfers: Program Manager
US Postal Service mailing address:
PO Box 606
Marfa, Texas 79843
Physical address (for hand delivery, UPS, FedEx):
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Introduction

In accordance with the provisions of Texas Local Government Code Chapter 271 and Texas Government Code Chapter 2254, Presidio County (the “County”) is requesting qualifications to contract with a qualified team of professionals with considerable experience in the delivery of professional engineering services to a county. Experience with projects funded by the Texas Water Development Board is also highly desirable. The responses shall be submitted to Presidio County in a sealed submission, in accordance with Texas Local Government Code Chapter 271.

This Request for Qualifications (“RFQ”) from Presidio County invites the submittal of a Statement of Qualifications (“SOQ”) from firms or persons interested in providing engineering services to Presidio County to assist the County with aspects of the planning, acquisition, design, and construction phases of several water and wastewater projects that have been approved and funded through the State Revolving Funds (SRFs) of the Texas Water Development Board. By submitting an SOQ, the Proposer represents that they have carefully read the terms and conditions of this RFQ and all attachments and agrees to be bound by said documentation. This RFQ is not an offer to enter into a contract, but merely a solicitation of persons interested in submitting an SOQ to Presidio County.

The County may select one or more firms or persons for work under this RFQ. The scope of the professional services work in this RFQ may not include all County professional engineering work. If determined to be in the best interest of the County, the County may award work to different firms for the various projects defined in this RFQ. The contracts for this RFQ shall be awarded on a case-by-case basis. Award of a contract or subsequent assignment as part of the awarded contract will not disqualify a firm from responding to any future project for which a project specific RFQ may be issued.

Project Overview

Introduction to the area:

Located in the Trans-Pecos region of Far West Texas, Presidio County covers an area of 3,855 square miles. The county is bound on the east by Brewster County, on the south by the Rio Grande River, and on the west and north by Jeff Davis County.

Marfa, in the north of the county, is the county seat. Other towns include Presidio and Redford in the south, Candelaria and Ruidoso in the southwest, and Shafter in the center. Most of the county’s population resides along the Rio Grande River.

The economy relies predominately on farming, cattle ranching, hunting, art and tourism. With a median household income of \$25,098 (2019 data from US Census Bureau), Presidio County is one of the poorest counties in Texas. This rural, remote, and majority-Hispanic county of just under 7,000 residents has long been underserved, resulting in deteriorating infrastructure and outsized needs.

Presidio, the largest town in the county, has about 5,000 residents. Marfa is a town of about 1,700

residents. Although Marfa has enjoyed a resurgence in recent years as a destination for modern art enthusiasts with many wealthy patrons purchasing second and third homes in the town, its full-time residents remain very low-income and many water and wastewater infrastructure upgrades have long been deferred.

Presidio has been economically less fortunate than Marfa because its destiny is so closely tied to the whims of the international border. Though its status as a border community has made it eligible for more grants and loans than Marfa, it still faces major infrastructure challenges.

The unincorporated areas of the County all face different issues. The residents of Colonia Las Pampas have been without access to drinking water for decades and are forced to truck it in. Shafter's water supply is controlled by the town's mining company, which recently stopped paying its employees and may soon cease operating the well that is the sole source of drinking water for the town's residents.

In 2021, the County embarked on a mission to identify the water and wastewater needs of the community and pursue funding to meet those needs. Toward this end, the County assembled a 40-member Steering Committee that includes representatives from U.S. Congressman Tony Gonzales' office, State Senator Cesar Blanco's office, State Representative Eddie Morales' office, officials from the county, both municipalities, the groundwater district, the airports, as well as residents from the unincorporated areas of the county. All incorporated entities, including Presidio County, the Presidio County Underground Water Conservation District, the City of Presidio, the Presidio Municipal Development District, and the City of Marfa, have passed resolutions affirming their commitment to actively participate in the Steering Committee process and the response at all levels has been enthusiastic and sustained.

The County successfully secured funding in 2023 from the TWDB's EDAP program for an initial round of projects identified by the Steering Committee. The Engineering Services Agreement has already been awarded for these projects. In 2024, the County secured additional funding from the State Revolving Funds administered by the TWDB for a second round of projects and this has led to the current RFQ to obtain the necessary engineering services for these projects.

Project Objectives

The County is seeking to establish a contractual relationship with engineering firm(s) or person(s) for the purpose of assisting the County with aspects of the planning, acquisition, design, and construction phases of several water and wastewater projects that have been approved and funded through the State Revolving Funds administered by the Texas Water Development Board. The selected firm(s) or person(s) will be retained to provide the engineering services to implement these projects following the planning, acquisition, and design phases, as applicable.

The engineering services required may include, but may not be limited to, the development of the complete project scope and timeline; preliminary engineering and environmental assessment; engineering design; preparation of project construction plans, specifications, and contract bid documents; attending project status, pre-bid, bid opening, and preconstruction meetings; contract administration and close-out; and providing project “As-Built” drawings in hard-copy Mylar and digital format. Project objectives include:

- 1) Establish a collaborative relationship between the County’s team and the firm(s) or person(s) hired to deliver quality design standards.
- 2) Manage multiple design and construction contracts to a coordinated and predictable outcome.
- 3) Meet individual project goals within scope, budget, and schedule.
- 4) Establish a high level of quality and safety for development.
- 5) Enhance and protect natural and cultural resources.
- 6) Achieve a comprehensive theme throughout each project that considers both the existing land uses abutting the subject area as well as its position within the County.
- 7) Review subdivision plats and other development documents to confirm compliance with the any pertinent regulations and advise the County concerning any other compliance issues
- 8) Review Texas Water Development Board documents to confirm compliance with any pertinent requirements for the planning, acquisition, design, and construction phases of each individual project

Scope of Work

After being selected, the successful firm(s) or person(s) (“Consultant”) will execute an agreement with the County to provide the following services and materials to fulfill the following scope of work, including, but not limited to the planning, acquisition, design, and construction, as applicable, for the following projects:

- a. New wastewater system for unincorporated area of Shafter
- b. New standpipe for city of Presidio
- c. Rehabilitation of current standpipe for city of Presidio
- d. Extension of drinking water service to Marfa Airport

- e. Levy repair project for unincorporated area of Redford

The services may involve, but are not limited, to the following:

- a. Surveying – performing boundary, improvements, and/or topographical surveys as may be required. Perform construction staking as may be required during design or construction phases.
- b. TWDB grants – familiarity with standard elements data and environmental data associated with such grants.
- c. Design Phase Services – prepare plans, project manual, and engineer’s Opinion of Probable Cost which comply with applicable Federal, State, and local regulations.
- d. Engineering Documents – shall be delivered for County review and comment at the 30%, 60%, 90%, and 100% unsealed stages of completion. Complete and detailed engineering documents are required for the bidding and construction of all projects. Final engineering documents shall include topographic and boundary surveys where required, geotechnical investigation, environmental assessment, and environmental clearances, identification of utility conflicts, required utility adjustments and replacements, coordination with utility companies, and determination of ROW/easement acquisition metes and bounds and sketch.
- e. Bid and Construction Administration Services – respond to questions during advertisement and bid prepare required addenda during bid. Assist in evaluating bids, tabulating bids, and making recommendations for construction contract awards. Prepare conformed construction documents and drawings per addenda. Review and respond to shop drawings, submittals, Request for Information, change order proposals, and all other construction items. Conduct specialty site visits as necessary to assure general construction conformance with contract documents, assist in final walk-through and punch list, and prepare record drawings per contractor redlines.
- f. Project Management Services – regulatory agency coordination and submission of associated required submittals for proposed projects for the duration of each project. Conduct regular scheduled meetings for the duration of each project, including meeting agendas, minutes, and action items. Perform Quality Assurance/Quality Control for the duration of each project.
- g. General Services: The selected firm shall be capable of performing numerous disciplines such as general civil engineering, planning, surveying, architectural design, geotechnical analysis, construction management, and environmental reviews, or at a minimum have the ability to coordinate with firms that provide such services.
- h. Environmental Services and Regulatory Agency Interactions: Provide technical review of and answer inquiries relating to site, building, subdivision, improvement, land disturbance, floodplain development, construction plans, and escrows relating to the listed projects to be developed in the County, to ensure that such conform to any pertinent codes and all State and Federal regulations.

- i. CAD and GIS Capabilities: must have computer-aided drafting and geographical information system experience and capabilities and will, upon request, provide electronic files to the County.
- j. Meeting Attendance and Participation: will be expected to attend periodic meetings of the County Commissioners in addition to meetings with County staff and other consultants.

Contract Period

The scope of work is anticipated to begin on or about October 16, 2024, and will have an initial period of up to (2) years with the County's option to extend the contract for additional one-year periods for up to five (5) years or until the Commissioners Court determines that the services under the Scope of Work of this agreement have been completed.

Notice: State Sales Tax

The County is by statute exempt from Texas State Sales Tax and Federal Excise Tax. The County will furnish, upon request, sales tax exemption forms to the Consultant that is awarded. Consultant shall bear the responsibility of any sales or use tax if any product or supply is deemed to be taxable by the state. Such situations may include paying state sales tax for the purchase, rental, or lease of tools, machinery, and/or equipment used in the performance of the awarded contract and for materials purchased which are not incorporated into the completed project. It is the obligation of the Consultant to ascertain the amount of state sales tax to be paid under the Texas Tax Code and to include this amount in his/her proposal submitted to the County. For further information, the Consultant may wish to contact the office of the Texas Comptroller of Public Accounts at 1-800-252-5555.

Statement of Qualification (SOQ) Submission Requirements

The County is seeking to contract with an engineering service provider(s) registered in the State of Texas with experience in the following areas:

- Organization of the firm and the roles and responsibilities of all assigned personnel.
- Demonstration of relevant project examples of how your proposed personnel will be able to deliver projects within scope, budget, and schedule.

- The firm’s capabilities, specialized experience, and technical competence in Project Management, planning, acquisition, design, and construction of similar projects and public interfaces.
- Past experience and satisfactory performance on Project Management/Design Projects contracts with the Texas Water Development Board, other public agencies, approval authorities, and private industry in terms of cost control, quality of work, and compliance with performance schedules.
- The firm’s financial stability, including proof of insurance.

The County requests that all interested proposers follow the below-listed requirements. Failure to follow these requirements will affect the evaluation rating scores or may even disqualify a proposer. All SOQ submittals shall contain the following:

- 1) Your Statement of Qualifications, that includes experiences, names, and resumes of all persons who will or may be assigned to provide engineering assistance to the County for the listed projects.
- 2) Proof that the person(s) who will or may be assigned are licensed and qualified professional engineer(s) in the State of Texas.
- 3) Experience with a range of state and funding sources for water and wastewater engineering projects, including TWDB, TCEQ, state, and federal project funding sources.
- 4) Chapter 176 of the Texas Local Government Code requires an engineer to file a conflict-of-interest questionnaire if the vendor has a business relationship with the County and has:
 - a. An employment or other business relationship with an officer or an officer’s family member that results in that person receiving taxable income that is more than \$2,500 in the preceding twelve months; or
 - b. Has given an officer or an officer’s family member one or more gifts totaling more than \$250 in the preceding twelve months.

A firm submitting an SOQ is required to file a questionnaire not later than the seventh business day after the latter of the following:

- The date the engineer begins discussions or negotiations to enter into a contract with the County; or
- submits an application or response to a proposal; or
- the date the submitter becomes aware of a relationship or gives a gift to an officer or officer’s family member.

State law requires that a Consultant file an updated questionnaire with the County Clerk’s office annually, before September 1st, and not later than the seventh business day after the date

the originally filed questionnaire becomes incomplete or inaccurate. Compliance with this law is the responsibility of the Consultant.

Evaluation Criteria

Evaluation Criteria: SOQs received will be evaluated and ranked according to the following criteria to determine which proposal is best responsive to the needs of Presidio County:

| Criteria | Maximum Points |
|---|----------------|
| Understanding Scope and Prior Related Experience | 25 |
| Technical Approach | 15 |
| Team Organization, Experience, and Availability | 15 |
| Project Management and Quality Control | 15 |
| Past relationship with the Texas Water Development Board | 10 |
| Reputation of the goods and services of proposer | 10 |
| The extent to which goods or services meet the County's needs | 10 |
| Total | 100 |

To be deemed responsive, an SOQ must contain at a minimum the following:

- 1) **Understanding of Scope and Prior Related Experience:** Provide proposer's understanding of the Scope of Work described herein. Briefly outline similar or related experiences with the name, email, and telephone number for the representative of each client/project included. Information shall consist of a minimum of three (3) and not more than five (5) similar projects within the past five (5) years. The County will evaluate the preparedness, experience, and capacity of the proposer to understand and address the requirements of the project. This includes prior experience in engineering design, planning, acquisition, design, and construction of the projects within the scope of work. The proposer shall not reiterate the tasks as outlined in the scope of work, except to summarize or reinforce its understanding of the scope for these projects.

- 2) **Technical Approach:** Provide a brief discussion on proposed technical designs for the projects. Proposers will be evaluated on their ability to address the project issues and objectives, within the page limitations indicated. Information provided may include, but is not limited to, a brief discussion of such factors as: understanding the requirements of the Texas Water Development Board and federal, state, and local rules

and regulations, laws and design standards; specialized problem-solving skills that would be required in the projects; degree of commitment to the County's schedule; and if applicable, the proposed use of innovative solutions and techniques.

- 3) **Team Organization and Availability:** Provide a hierarchal Organizational Chart indicating the Project Team, which includes the names of proposed key project personnel, their area of responsibility, and relationships of sub-consultants. The proposed organization shall reflect, where applicable, the planning and phasing of the project. Key personnel experience and strengths relative to the project shall be briefly discussed, but extensive staff resumes shall not be submitted. The County will evaluate a proposer's proposed staffing organization based on factors such as: efficient team structure; qualifications of the sub-consultants; and team members' prior performance with the County and the TWDB, as applicable. If any of the key personnel of the team should differ from what is presented in the SOQ, then the County must be notified in writing in advance of the proposed change for the County's consideration.

- 4) **Project Management and Quality Control:** Provide a brief discussion of the process and procedures in place and proposed for managing these projects. Key items therein shall include the project's successful implementation, the proposed methods, and organizational efforts to provide for constructability reviews, and to ensure quality control in the project. The information provided may include a list of activities that may turn problematic as well as their proposed problem-solving process, and the organization of key activities and their emphasis. In addition, a proposer's evaluation will be based in part by the proposed Project Manager's track record of successful project management and construction administration relative to scheduling, reporting, quality of deliverables, and timely response to the client.

Selection of Consultants: Materials submitted will be reviewed and if deemed necessary, interviews will be scheduled with prospective engineers in order to select the most qualified.

Deadline for Submission: Sealed SOQs must be submitted to Trey Gersfers, Presidio County Program Manager (US Postal Service mailing address:) PO Box 606, Marfa, Texas 79843 or to (physical address for hand delivery, UPS, FedEx): Trey Gersfers, Presidio County Program Manager, Presidio County Judge's Office, Presidio County Courthouse, 300 N. Highland Avenue Marfa, TX 79843, by **4:00 PM CST, September 27, 2024**. Interested proposers are responsible for verifying receipt of SOQs.

Presidio County is an Equal Opportunity Employer and reserves the right to reject any and all proposals and to waive technicalities and formalities in this selection.

After a Statement of Qualifications is opened, the Statement of Qualifications shall be tabulated for comparison on the basis of the selection criteria set forth within this RFP. Until final award of the contract, the County reserves the right to reject any or all Statement of Qualifications, to waive technicalities or irregularities at its option, to re-advertise for new Statement of Qualifications, or proceed to do the work otherwise in the best interests of the

County. Each proposer shall be furnished with a copy of the proposal tabulation upon request.

Contract Terms

If the Statement of Qualifications submitted is accepted and the Consultant is selected by the County, then the agreement negotiated by the County and the Consultant shall be incorporated into a written contract. No oral agreements, either expressed or implied, shall be valid. No different or additional terms will become part of this contract.