



# City of Austin

Founded by Congress, Republic of Texas, 1839

Contract Management Department, PO Box 1088, Austin, Texas 78767 Telephone 512/974-7181 Fax 512/974-7297

February 7, 2013

Re: Announcement  
Request for Statements of Qualifications (RFQ) for Providing Professional Engineering Services: South Austin Regional Wastewater Treatment Plant – Electrical Substation No. 1 Replacement  
Solicitation Number: CLMP126

The City of Austin, through its Austin Water Utility Department and its Contract Management Department, is requesting statements of qualifications for the selection of a professional engineering firm for the above-noted project. Statement of qualifications will be due **PRIOR to 3:00 p.m., Friday, March 15, 2013** at 105 W. Riverside Drive, Suite 210, Austin, TX 78704. All SOQs not received and stamped prior to the date and time set forth above will not be accepted for consideration. The time stamp clock in the Suite 210 Reception Area is the time of record and is verified daily with the local time service. The selection process for this project is anticipated to be completed for City Council action in June 2013.

**A pre-response meeting will be held beginning at 1:30 p.m., Thursday, February 21, 2013, in the Learning Resource Center, 2800 Spirit of Texas Drive, Auditorium, Austin, TX 78719 (map included).** The purpose of the meeting will be to respond to consultants' questions about the project and the procurement process. Attendance at the meeting is not a requirement for selection; however, meeting minutes will not be issued. A site tour of the South Austin Regional Wastewater Treatment Plant will be held. The tour will take place immediately following the pre-response meeting from 3:00 p.m. – 4:00 p.m. on February 21, 2013, at 1017 Fallwell Lane, Austin, TX (map included). Attendance is optional. To participate in the tour, individuals must bring safety shoes (steel-toed).

**All prime firms and subconsultants must be registered to do business with the City of Austin prior to the RFQ response due date.** Prime firms are responsible for ensuring that their subconsultants are registered as vendors with the City of Austin. You may register through the City of Austin's online Vendor Registration system. Log on to [www.austintexas.gov/financeonline/vendor\\_connection/index.cfm](http://www.austintexas.gov/financeonline/vendor_connection/index.cfm) and follow the directions.

A Request for Statements of Qualifications (RFQ) for these services is available which provides project background and requirements for submittal. For a copy of the RFQ, log on to Vendor Connection at [www.austintexas.gov/financeonline](http://www.austintexas.gov/financeonline). The complete RFQ packet is located as an attachment under the solicitation CLMP126. Copies may also be obtained at the Contract Management Department, Plan Room, 505 Barton Springs Rd., Suite 760, Austin, TX 78704. The authorized contact persons for this solicitation are Daniel Layton, Project Manager at (512) 974-7093 or Kevin Benson, Buyer II at (512) 974-6203. Please contact Daniel Layton for all project related questions and me for any RFQ procurement process questions.

Sincerely,

Kevin Benson, Buyer II  
Contract Management Department  
Contract Procurement and Development Division

cc: Daniel Layton