



# City of Austin

Founded by Congress, Republic of Texas, 1839  
Capital Contracting Office, PO Box 1088, Austin, Texas 78767 Telephone 512/974-7181

October 14, 2015

Re: Announcement  
Request for Statements of Qualifications (RFQ) for Providing Professional Engineering Services: Albert H. Ullrich Water Treatment Plant (WTP) Conversion to On-Site Generation of Sodium Hypochlorite (OSGSH)  
Solicitation Number: CLMP191

The City of Austin, Austin Water Utility, through its Capital Contracting Office, is requesting statements of qualifications for the selection of a professional engineering firm for the above referenced project. Statement of qualifications will be due **PRIOR to 3:00 p.m.**, Thursday, November 12, 2015 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 with [www.time.gov](http://www.time.gov), the Official U.S. time. The selection process for this project is anticipated to be completed for City Council action in February 2016.

**A Mandatory Pre-Response Meeting and Site Visit will be held beginning at 9:30 am on Wednesday, October 28, 2015** at the Albert H. Ullrich WTP located at 1000 Forest View Drive, Austin, Texas. Respondents must attend the Mandatory Pre-Response Meeting and Site Visit to ensure their understanding of the City's Request for Qualifications, contracting requirements and the MBE/WBE Procurement Program. The purpose of the meeting will also be to respond to consultants' questions about the project and the procurement process. To be qualified to submit a response, an authorized agent of the Respondent must attend the Pre-Response Meeting and Site Visit. An authorized agent is defined as a knowledgeable person who is on the Respondent's payroll at the time of submission. Respondents must arrive and sign in within fifteen (15) minutes of the scheduled start time of the meeting and must attend the site visit; otherwise, the Respondent will not be allowed to submit a Response for the project.

The Albert H. Ullrich WTP is a secured facility. Respondents are instructed to abide by the following entrance procedures:

- Enter through Gate 1 and announce your arrival and purpose using the intercom located at the gate.
- Proceed to Building 7 and park in any available parking space.
- Enter through the main entrance door and proceed to the reception desk where you will register your name and arrival time in the visitor log book.
- The receptionist will direct you to the meeting room.

**All prime firms and subconsultants must be registered to do business with the City of Austin prior to the contract award.** 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 CLMP191. Copies may also be obtained through the City's Vendor Connection website: [https://www.ci.austin.tx.us/financeonline/vendor\\_connection/index.cfm](https://www.ci.austin.tx.us/financeonline/vendor_connection/index.cfm). The authorized contact persons for this solicitation are Robyn Smith, Project Manager, at 512-974-2624 or [robyn.smith@austintexas.gov](mailto:robyn.smith@austintexas.gov) or Sofie Johnson, Buyer II, at 512-974-9143 or [sofie.johnson@austintexas.gov](mailto:sofie.johnson@austintexas.gov). Please contact Robyn Smith for all project related questions and me for any RFQ procurement process questions.



# City of Austin

---

*Founded by Congress, Republic of Texas, 1839*

*Capital Contracting Office, PO Box 1088, Austin, Texas 78767 Telephone 512/974-7181*

Sincerely,

Sofie Johnson, Buyer II  
Contract Procurement Division  
Capital Contracting Office

cc: Robyn Smith, Public Works

