City of Austin

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

June 29, 2016

Re: Announcement
Request for Statements of Qualifications (RFQ) for Providing Professional Engineering Services for the 2017 Small Diameter Pipeline Engineering Rotation List
Solicitation Number: CLMP202

The City of Austin, through Various Departments and its Capital Contracting Office, 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.,** Wednesday, August 3, 2016, at 505 Barton Springs Road, Suite 1045-C, 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 1045-C Reception Area is the time of record and is verified with www.time.gov, the Official U.S. time. The selection process for this project is anticipated to be completed for City Council action in December, 2016.

A pre-response meeting will be held beginning at 2:00 pm, Monday, July 11, 2016 in the City Hall Council Chambers located at 301 West 2nd Street, Austin, Texas. 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.

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 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 the City's Vendor Connection at www.austintexas.gov/financeonline/vendor_connection/index.cfm. The complete RFQ packet is located as an attachment under the solicitation CLMP202. The authorized contact persons for this solicitation are Kevin Koeller, Project Manager, kevin.koeller@austinwater.com, 512-972-2055, or Sofie Johnson, Buyer, sofie.johnson@austintexas.gov, 512-974-9143. Please contact Kevin Koeller for all project related questions and me for any RFQ procurement process questions.

Sincerely,

Sofie Johnson, Buyer II
Contract Procurement Division
Capital Contracting Office

cc: Kevin Koeller, Austin Water Utility

The City of Austin is committed to compliance with the Americans with Disabilities Act.
Reasonable modifications and equal access to communications will be provided upon request.