



City of Austin

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

September 2, 2016

Re: Announcement
Request for Statements of Qualifications (RFQ) for Providing Professional Engineering Services:
Engineering Services for Electric Service Delivery
Solicitation Number: CLMP207

The City of Austin, through Austin Energy 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, September 30, 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 January 2017.

A pre-response meeting will be held beginning at 8:30 am, Monday, September 12, 2016, Assembly Room, 2526 Kramer Lane, Building E, Austin, TX 78758. 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 CLMP207. The authorized contact persons for this solicitation are Tara Delagarza, Project Manager, tara.delagarza@austinenergy.com, 512-505-7175, or Steve Cocke, Buyer II, steven.cocke@austintexas.gov, 512-974-7998. Please contact Tara Delagarza for all project related questions and me for any RFQ procurement process questions.

Sincerely,

Buyer II
Contract Procurement Division
Capital Contracting Office

cc: Tara Delagarza, Austin Energy