

# **REQUEST FOR QUALIFICATIONS CITY OF MACEDONIA, IOWA**

## **Part 1. General Information**

Macedonia, Iowa, located in east central Pottawattamie County, is seeking requests for qualifications for professional engineering services for a shallow well construction. The selected engineering firm would provide services, which shall include a final design and construction inspection/management of a shallow well construction for the City of Macedonia.

Proposals are to be submitted to Moriah Mahan, City Clerk, Macedonia City Clerk, PO Box 33, Macedonia, IA, 51549, no later than 12:00 PM, Monday, November 13, 2023. Please provide 8 copies of the proposal. Responses to the RFQ can be emailed to Moriah Mahan, City Clerk, at macedoniacityhall@gmail.com.

## **Part 2. Technical Requirements**

Proposals shall include as a minimum the following information:

- Name, address, and telephone number of firm
- Previous well drilling experience
- References for at least three projects listed
- Listing of qualifications of staff to be assigned to the project
- Listing of firm's other active projects

## **Part 3. Criteria for Selection**

The Macedonia City Council will review all proposals received by the stated deadline and select a firm based on the following criteria:

- Qualifications and experience of project engineer
- Previous experience with shallow well construction
- Previous experience with the City of Macedonia
- Familiarity with water/sewer funding sources available to the community
- Location of firm relative to the community
- Capacity of firm to complete work within required timeframe
- Other considerations, as warranted

The City of Macedonia will not be responsible for costs incurred by any engineer in the preparation of their proposals. The City of Macedonia reserves the right to reject any and all proposals. The City Council will select a firm based on the above criteria to enter into negotiations for services. All firms submitting proposals will be notified in writing of the City Council's decision promptly upon selection of a firm and negotiation of fees for services.

## **Part 4. Project Description**

Project has been initiated in order to meet the potable water needs for the City of Macedonia. Project includes the design and construction of one new shallow well. The City will be pursuing several grant opportunities for the funding of this project.