



NOTICE TO PROPOSERS

NOTICE IS HEREBY GIVEN that the City of Weston, Florida, the Indian Trace Development District (ITDD) and Bonaventure Development District (BDD) (collectively the "CITY") will be accepting sealed proposals for:

PROFESSIONAL ENGINEERING SERVICES:
WATER AND WASTEWATER CONSULTANT
STORMWATER CONSULTANT
REQUEST FOR QUALIFICATIONS ("RFQ") NO. 2022-09

Pursuant to Section 287.055, Florida Statutes, the CITY requests proposals from qualified experienced firms to provide professional engineering services specializing in a) water and wastewater; and b) stormwater, and in accordance with Section 287.055 Florida Statutes, as amended from time to time, under a continuing services contract.

The engineering categories stated below are covered by this Request for Qualification for continuing professional engineering services, on an as needed basis. Proposers responding to this Request for Qualifications shall indicate the single category for which the respondent wishes to be considered. The same firm shall not be considered for both categories.

1. **Water and Wastewater Consultant Services** – professional engineering services specifically relating to the planning, design, construction and maintenance of the CITY's potable water and wastewater infrastructure. Expertise shall include the development of water and wastewater master plans, water and wastewater modelling and related work, metering, water quality, peer review, regulatory compliance monitoring, permitting, rates and fees studies, bond feasibility, annual engineering reports, resiliency and sustainability, and other related water and wastewater projects, studies, data acquisition and analysis.
2. **Stormwater Consultant Services** – professional engineering services specifically relating to the planning, design, construction, and maintenance of CITY's stormwater infrastructure. Expertise shall include the development of stormwater master plans, regulatory compliance monitoring, permitting, rates and fees studies, stormwater modelling, pump station design, peer reviews, resiliency and sustainability implementation, and other stormwater engineering related projects, studies, data acquisition and analysis.

QUALIFICATIONS

Proposers shall be professionally licensed to practice engineering in the State of Florida and have a resident office in Miami-Dade, Broward, or Palm Beach County, Florida. Proposers shall have been in continuous practice for a minimum of the immediate past ten (10) years, shall have performed work for local governments in Southeast Florida and shall have completed water and wastewater engineering consultant or stormwater engineering consultant (as applicable) for a government agency with infrastructure similar in scope, size and complexity as those owned and managed by the City of Weston.

NON-MANDATORY PRE-PROPOSAL CONFERENCE

A non-mandatory pre-proposal conference shall be held virtually on **July 14, 2022 at 2:30 p.m.** local time. Connect to the Live Event link via Cisco Webex:

Event:	Pre-Proposal for RFQ No. 2022-09 for Professional Engineering Services: Water and Wastewater Consultant/Stormwater Consultant
Event address for attendees:	https://westonfl.webex.com/westonfl/onstage/g.php?MTID=e8c7c846d193f1675e00230a4a1e208b4 You may also connect to: www.webex.com <ul style="list-style-type: none"> • Click "Join a Meeting" • Enter Event/Meeting Number
Date and Time:	Thursday, July 14, 2022 2:30 pm Eastern Standard Time (New York, GMT-05:00)
Event Number:	2311 130 4174
Event Password:	weston
Audio Conference:	To receive a call back, provide your phone number when you join the event, or call the number below and enter the access code. US Toll +1-415-655-0001 Show all global call-in numbers Access code: 2311 130 4174

PROPOSAL SUBMITTAL DEADLINE

Sealed proposals shall be received by the Procurement Manager until **2:00 p.m. local time, on August 1, 2022 August 9, 2022 (the "Submittal Deadline")** at the City of Weston, City Hall, located at 17200 Royal Palm Boulevard, Weston, Florida. The official clock at the City Hall reception desk shall govern. Proposals received after this time shall be returned unopened. The sealed proposals will be publicly opened at the City of Weston, City Hall after the Proposal Submittal Deadline. Award of a proposal will be made at a City Commission meeting. The public opening of submittals may be viewed by the public via Cisco Webex as follows:

Event:	Opening for RFQ No. 2022-09 for Professional Engineering Services: Water and Wastewater Consultant/Stormwater Consultant
Event address for attendees:	https://westonfl.webex.com/westonfl/onstage/g.php?MTID=e4b84208438ed90a4d56aaf08d66927b6 You may also connect to: www.webex.com <ul style="list-style-type: none"> • Click "Join a Meeting" • Enter Event/Meeting Number
Date and Time:	Monday, August 1, 2022 2:00 pm Tuesday, August 9, 2022 2:00 p.m. Eastern Standard Time (New York, GMT-05:00)
Event Number:	2312 757 4782
Event Password:	weston
Audio Conference:	To receive a call back, provide your phone number when you join the event, or call the number below and enter the access code. US Toll +1-415-655-0001 Show all global call-in numbers Access code: 2312 757 4782

AVAILABILITY OF RFQ DOCUMENTS

Interested parties may purchase a copy of RFQ No. 2022-09 for Professional Engineering Services: Water and Wastewater Consultant/Stormwater Consultant at the Weston City Hall, 17200 Royal Palm Boulevard, Weston, Florida 33326, 8:00 a.m. – 5:30 p.m., Monday through Thursday and 8:00 a.m. – 3:00 p.m. on Friday, upon payment of a \$25.00 non-refundable fee for each RFQ document. Payment shall be made by check, Visa, Master Card or American Express. No cash payments will be accepted. Proposal documents are available for electronic download from Demand Star at <http://www.demandstar.com>. This RFQ may also be examined at Weston City Hall, at the referenced address. (8:00 a.m.-5:30 p.m. Monday through Thursday and 8:00 a.m. – 3:00 p.m. on Friday.)

QUESTIONS

Any questions concerning this Notice to Proposers shall be submitted in writing to the Procurement Manager, Martha Perez-Garviso at mperezgarviso@westonfl.org, with “RFQ No. 2022-09 for Professional Engineering Services: Water and Wastewater Consultant/Stormwater Consultant” in the subject line or via fax to: 954-385-2010 by 4:00 p.m., local time at least five business days prior to the submittal deadline.

CONE OF SILENCE

A cone of silence is imposed upon publication of this Notice to Proposers. The cone of silence prohibits communications with the following individuals pertaining to this RFQ:

Margaret Brown, Mayor,
Byron L. Jaffe, Commissioner,
Mary Molina-Macfie, Commissioner,
Chris Eddy, Commissioner, and
Henry Mead, Commissioner

Kara Petty, Director of Parks & Recreation, Selection Committee Member;
Ryan Fernandes, Director of Technology Services, Selection Committee Member;
Peter Johnson, Assistant Director of Public Works, Selection Committee Member;
Thaddeus Bielecki, Director of Landscaping, Alternate Selection Committee Member; and

Any member of the Protest Committee, if and when established.

The details of the CITY’s Cone of Silence are set forth in Section 32.10 of the City Code.

The Selection Committee shall convene at a publicly noticed meeting and review submissions, rank and evaluate the proposals and provide a recommendation to the City Manager.

RIGHTS RESERVED

1. The CITY (through the City Commission, City Manager, Selection Committee or Protest Committee) reserves the right to:
 - A. Reject any or all proposals;
 - B. Waive any informality in a proposal;
 - C. Waive any deficiency or irregularity in the selection process;
 - D. Accept or reject any or all qualifications statements in part or in whole; and
 - E. Request additional information as appropriate.

2. The City Commission reserves the right to:
 - A. Award all or a portion of the services set forth in the RFP/RFQ as determined to be in the best interest of the CITY; and
 - B. Reject any or all Proposals if found by the City Commission not to be in the best interest of the CITY.
 - C. Award an Agreement to one or more than one Proposer, make split or multiple awards as determined to be in the best interest of the CITY.
 - D. In the event of a sole proposal, reject the sole proposal.

Martha Perez-Garviso
Procurement Manager
City of Weston

Published: June 30, 2022