



## 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:

CONTINUING PROFESSIONAL ENGINEERING SERVICES:  
WATER AND WASTEWATER CONSULTANT  
REQUEST FOR QUALIFICATIONS ("RFQ") NO. 2022-16

Pursuant to Section 287.055, Florida Statutes, the CITY requests proposals from qualified experienced firms to provide professional engineering water and wastewater consultant services and in accordance with Section 287.055 Florida Statutes, as amended from time to time, under a continuing services contract, on an as needed basis.

Services shall include but is not limited to 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.

### 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 utility consultant services for a government agency with infrastructure similar in scope, size and complexity or greater, than 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 **January 10, 2023 11:00 a.m. p.m.** local time. Connect to the Live Event link via Cisco Webex:

Event:	Pre-Proposal for RFQ No. 2022-16 Continuing Professional Services for Wastewater Consultant Services
Event address for attendees:	<a href="https://westonfl.webex.com/westonfl/j.php?MTID=m674d7d1dcfca44ca8e5f202911c99be9">https://westonfl.webex.com/westonfl/j.php?MTID=m674d7d1dcfca44ca8e5f202911c99be9</a> You may also connect to: <a href="http://www.webex.com">www.webex.com</a> <ul style="list-style-type: none"><li>• Click "Join a Meeting"</li><li>• Enter Event/Meeting Number</li></ul>
Date and Time:	Tuesday, Jan 10, 2023 11:00 am Eastern Standard Time (New York, GMT-05:00)
Event Number:	2313 596 6328

Event Password:	weston
Audio conference:	Join by phone 415-655-0001 US Toll 937866 (from phones)

### PROPOSAL SUBMITTAL DEADLINE

Sealed proposals shall be received by the Director of Procurement until **2:00 p.m. local time, on January 26, 2023 (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. 2022-16 Continuing Professional Services for Wastewater Consultant Services
Event address for attendees:	<a href="https://westonfl.webex.com/westonfl/j.php?MTID=m6b9f13173efd36aaae05c0e8ca6a96e6">https://westonfl.webex.com/westonfl/j.php?MTID=m6b9f13173efd36aaae05c0e8ca6a96e6</a> You may also connect to: <a href="http://www.webex.com">www.webex.com</a> <ul style="list-style-type: none"> <li>• Click "Join a Meeting"</li> <li>• Enter Event/Meeting Number</li> </ul>
Date and Time:	Thursday, Jan 26, 2023 2:00 pm Eastern Standard Time (New York, GMT-05:00)
Event Number:	2304 075 2397
Event Password:	weston
Audio conference:	Join by phone 415-655-0001 US Toll 76469375 (from phones)

### AVAILABILITY OF RFQ DOCUMENTS

Interested parties may download a copy of RFQ No. 2022-16 for Continuing Professional Engineering Services: Water and Wastewater Consultant by visiting the CITY's Procurement website at: <https://www.westonfl.org/government/procurement>. Proposal documents are also available for electronic download from Demand Star at <http://www.demandstar.com>.

### QUESTIONS

Any questions concerning this Notice to Proposers shall be submitted in writing to the Director of Procurement, Martha Perez-Garviso at [mperezgarviso@westonfl.org](mailto:mperezgarviso@westonfl.org), with "RFQ No. 2022-16 for Continuing Professional Engineering Services: Water and Wastewater Consultant" in the subject line 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

Bryan Cahen, Director of Budget, 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  
Director of Procurement  
City of Weston

Published: December 30, 2022