REQUEST FOR QUALIFICATIONS

LEGAL NOTICE: The Town of Watertown is seeking to engage the services of an experienced Consulting Engineering firm to provide engineering services for the preparation of contract documents and construction services for the following transportation project: DEEP Recreational Trails – Naugatuck River Greenway.

The project is funded by the Department of Energy and Environmental Protection – Connecticut Recreational Trails and Greenways Program and the CT Greenways Council (per CGS Section 23-103 as amended by Public Act No. 15-190). The improvements will include the construction of a greenway segment, with paved surface, from Frost Bridge Road in Watertown northerly to Branch Brook in Thomaston, a distance of approximately 2.38 miles. The project also includes drainage improvements, fencing, landscaping and a trailhead parking lot.

The Consulting Engineering Firm selected will be required to provide semi-final and final plan design, including wetland delineation and mapping, geotechnical services, landscape architectural and structural engineering services, state and federal permitting, and construction phase consultation for the project. Topographic survey and preliminary design of the Trail will be done by the Town of Watertown – Public Works Department.

The projected construction cost is expected to be in the range of $2,700,000, including contingencies, incidentals and right of way costs. Firms responding to this request should be of adequate size and sufficiently staffed to perform the assignments described above.

The Consulting Engineering firm will be evaluated and selected based on design and technical competence, the capacity and capability to perform the work within the time allotted, past record of performance, and knowledge of Federal, State and Municipal procedures, appropriately weighted in descending order of importance.

The design fee will be negotiated on a Lump Sum basis.

A Disadvantaged Business Enterprises (DBE) sub-consultant goal of 10% has been assigned to this project.
The selected firm must meet all Municipal, State and Federal affirmative action and equal opportunity practices. A letter of interest, together with general information on the firm and proposed subconsultants, the firm’s brochure, current complete Federal Form SF330, experience of the firm(s), and resumes of key personnel shall be addressed to: Mr. Mark Raimo, Town Manager - Town of Watertown, Watertown Town Hall, 61 Echo Lake Road, Watertown, CT 06795. Additionally, all interested firms must submit a detailed statement including the organizational structure under which the firm proposes to conduct business.

Proposed sub-consultants should be clearly identified. The relationship to any ‘parent” firm or subsidiary firm, with any of the parties concerned, must be clearly defined. Personnel in responsible charge of the projects will be required to possess and maintain a valid Connecticut Professional Engineer’s License, and shall be actively involved in the management of the project.

Sealed qualifications (Five hard copies and one USB with PDF file) of the submittal must be postmarked by Tuesday, March 19, 2024, (if mailed) or brought to the Town of Watertown Town Hall at the address above (if hand delivered) no later than 2:00 p.m. on that date. Responses received or postmarked after this date will not be considered.

This RFQ notice may be downloaded at the Town of Watertown website www.watertownct.org or at www.biznet.ct.gov.

Questions regarding this RFQ must be directed to Donna Ford at ford@watertownct.org and will be accepted until 2pm on Tuesday, March 12, 2024.

It is the responsibility of the vendor to check the website, www.watertownct.org or www.biznet.ct.gov, for any addenda prior to submission of any RFQ. Failure to address any addenda relating to the RFQ may disqualify the submission.

Circumstances may require the rescheduling or cancellation of projects. Should this action be necessary, the Town would be under no obligation to provide supplementary work.