

NOTICE OF REQUEST FOR STATEMENTS OF QUALIFICATIONS

DESIGN PROFESSIONAL SERVICES

The Metropolitan Water Metro Water of Salt Lake & Sandy (Metro Water) invites the submittal of Statements of Qualifications (SOQs) from qualified professionals (Consultant) interested in providing on-call architecture, engineering, and survey services in connection with Metro Water projects and operations.

This request for SOQs will be posted on [Metro Water's website](#) and on the Utah Public Procurement Place (U3P).

SCOPE OF SERVICES

Metro Water identifies in Attachment A the variety of services that Metro Water may engage on an as-needed, generally unplanned basis. These efforts are generally small in scope and cost or to address an emergency. Metro Water may engage in the study, design, survey, and related services described in Attachment A under an individual contract and/or purchase order. Metro Water's request for SOQs does not obligate Metro Water to award any contract or to pay any costs incurred in the preparation of an SOQ.

All SOQs submitted to Metro Water will be retained for a period of 24 months and considered for all projects for which the qualified professional has noted expertise. SOQs and SOQ updates can be submitted at any time, however only those SOQs on file with Metro Water will be considered for selection at the time a selection process begins for an individual project or service.

SUBMITTAL REQUIREMENTS

Only **one** SOQ may be submitted and should include **all** project packages identified in Attachment A for which Consultant seeks to qualify. SOQs should be submitted in **PDF** by email to bjackson@mwdsls.gov and should include the following information:

1. Firm name, contact information, and location of office(s);
2. Age and financial stability of firm;
3. Average number of employees over the past five years in the office that will be the primary provider of services to Metro Water;
4. Firm or individual quality assurance and control plan;
5. Qualifications of the firm, including education, training, licenses, certifications, awards, performance ratings, or other relevant credentials.

For each project package or service for which the design professional seeks to qualify, the SOQ shall include the following information:

1. A management plan including key personnel;

2. Qualifications and related work experience for key personnel;
3. A summary of related projects performed by the firm;
4. Experience, work history, special technical capabilities, and expertise of the firm, and available equipment (including software);
5. References from at least three (3) clients on previous projects with preference given to related projects completed in the last three years; and
6. Any other relevant information.

Do not include a schedule of fees and expenses as part of the SOQ. Cost is not part of the selection criteria. The Consultant will be asked to provide the schedule of fees and expenses after selection.

Metro Water reserves the right to request clarification of any item in an SOQ or to request additional information necessary to properly evaluate SOQs. All requests for clarification and responses will be via e-mail.

Metro Water's request for SOQs does not obligate Metro Water to award any contract or to pay any costs incurred in the preparation of an SOQ, interview, or associated materials.

Metro Water is subject to the Utah Government Records Access and Management Act, Utah Code Ann. § 63G-2-101, et. seq. (GRAMA). If a Consultant claims any portion of their SOQ contains proprietary information they are responsible to understand and implement any protection provided by GRAMA. Metro Water will not be bound by any instructions, etc. contained in an SOQ, but rather, will only be governed by GRAMA and Metro Water GRAMA regulations. All materials become the property of Metro Water and may be returned at Metro Water's option.

EVALUATION AND SELECTION PROCESS

A selection committee consisting of Metro Water representatives will evaluate the SOQs as project needs arise. The selected firm will then be contacted to provide a scope and fee for the project.

SOQs will be evaluated based upon the following criteria:

1. Firm qualifications and experience, including relevance of past projects; (40%)
2. Individual qualifications, experience, and background; (40%)
3. Relevance of past projects including reference checks and past experience with Metro Water. (20%)

Metro Water will be the sole judge as to which SOQs best meet the selection criteria. Metro Water reserves, at its sole discretion, the right to reject any or all responses received, to waive any submission requirements contained within this request for SOQs, or to waive any irregularities in any submitted response.

For questions regarding this solicitation, please contact:

Ammon Allen, Engineering Manager
Metropolitan Water District of Salt Lake and Sandy
allen@mwdsls.gov
(801) 942-9687

Metro Water's offices are located at 3430 East Danish Road, Cottonwood Heights, Utah 84093.

Attachment A
FY 2026 Design Professional Service Packages

Metro Water is requesting statements of interest and qualifications for the following service packages, to be procured on an as-needed basis between July 1, 2025 and June 30, 2027.

Package 23-01: General Engineering and Architecture

General engineering SOQs are used for small or unplanned design services that may include studies, designs, bid preparation, reports, and/or services during construction for projects requiring one or more of the following disciplines:

- Architecture
- Civil: site work, construction management and inspection, drafting, drainage, hydraulic structures, pipelines, roads, value engineering
- Corrosion Control and Coatings
- Geographic Information Systems (GIS)
- Information and Communication: process controls, SCADA/telemetry systems
- Instrumentation and Electrical: electrical engineering and design, instrumentation, lighting, one-line diagrams, power monitoring, telemetry, metering
- Mechanical: boilers, HVAC, ozone, pumps, pressure vessels, valves
- Process: chemical feed and safety systems, solids handling, water treatment design and processes, water quality
- Structural: concrete structures, seismic evaluation
- Water Rights

The intent of this package is to provide an extension of Metro Water staff in work product, quality assurance, and expertise as needed. Tasks will be small in scope.

Estimated Budget: As needed.

Package 23-02: Surveying

Services include performing ALTA/ACSM land title surveys of and around fee-title land, deeded easement, and easement procured under the Canal Right of Way Act of 1890. Surveyors should have experience establishing property title to patent. Documentation includes reports, Record of Surveys, annexation and withdrawal plats, and legal descriptions and exhibits. Field work includes setting monuments, locating and surveying encroachments, topographical surveys, confirming property and easement boundaries, and drone data collection and delivery. Surveys may be recorded. A proven ability to meet deadlines is crucial. Due to the nature of development in and around Metro Water interests, surveyors should expect to communicate with the public.

Estimated Budget: As needed.