

Provo River Water Users Association

Request for Qualifications

Provo River Water Users Association Engineering Pool

**Provo River Water Users Association
285 West 1100 North
Pleasant Grove, Utah 84062**

October 19, 2023

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BACKGROUND

The mission statement of the Provo River Water Users Association (Association) is:

The Association delivers Provo River Project water in a safe, efficient, and economical manner for the benefit of its shareholders and those they serve. With integrity, the Association preserves and protects the quality of its resources through knowledgeable, dedicated, and innovative employees.

The Provo River Project (PRP) was planned and implemented during the 1930s and 1940s by the United States Bureau of Reclamation (Reclamation). The Association was established in 1935 to oversee the operation and maintenance of the Deer Creek division of the PRP. The PRP obtains water supplies from the Provo, Weber, and Duchesne River systems.

The Association provides water to 20 shareholders which serve agricultural, municipal and industrial users. The Association manages, operates and maintains land interests and facilities in Wasatch, Summit, Duchesne, Utah, and Salt Lake Counties. In meeting its water delivery obligations, the Association coordinates water supply and conveyance needs with Reclamation, Central Utah Water Conservancy District, Weber River Water Users Association, Utah Division of Water Rights, River Commissioners for the Provo, Weber and Duchesne rivers and others.

The Association facilities in the 5 counties of operation are generally listed as follows:

The Weber-Provo Canal System with diversion works on the Weber River in the town of Oakley, the Canal from Oakley to Francis and the measuring structure into the Provo River in Francis.

The Duchesne Collection System with diversion works on the upper Duchesne River in the Murdock basin of the Uinta Mountains, which includes the Broadhead diversion and pipeline, the Duchene Tunnel from the diversion to the outlet metering structure into the Provo River.

The Deer Creek Dam and outlet works. The Deer Creek Power Plant was constructed in 1958 and consists of two 2,475 kW generators. The 4.95 megawatt power plant is part of the Western Area Power Administration (WAPA) power system and much of the power generated is delivered to Utah cities.

The Provo River Aqueduct System, beginning at the Murdock diversion near the mouth of Provo Canyon and delivering water to Association shareholders from Provo to the Point of the Mountain in Lehi. The pipeline is generally 10.5 feet in diameter the majority of its 21.5 mile length.

The complete system is monitored and controlled remotely through a SCADA system consisting of fiber optic, radio and satellite communications.

Additional information regarding the Association may be found on the Association's website at <http://www.prwua.org/>

A. Scope of Services

This Request for Qualifications (RFQ) is for interested engineering firms to submit a Statement of Qualifications (SOQ) for the purpose of being considered for the Association's engineering pool. Three to Five firms with expertise in water resources, electrical engineering and geotechnical engineering will be added to other firms already under contract to create the engineering pool. The purpose for the Engineering pool is for completing design and other engineering related task orders for various projects throughout the Association's system. It is anticipated that this will be a multi-year contract. Selection of a pool engineer during the terms of their contract will be either on a rotating basis or based on a specific area of expertise as determined by the general manager. The Scope of Services will be established just prior to the project beginning. Fee negotiation and task order authorization will be completed prior to beginning work on any project.

Project Location:

Task orders will be for any part of the Association's system where engineering services are required.

B. Qualifications Submittal Content

The submittal shall be in the following format and limited to a maximum of 20 pages including resumes:

1. Letter of introduction. (This letter will not be counted in the maximum page count)
2. Describe the firm's approach to complete engineering projects. Describe areas of specific expertise and focus of the firm. Include specific information on how the firm can meet the needs of the Association.
3. Project Team. List proposed team members, by name and position, and the function each person will perform. Provide resumes for each proposed team member, including relevant past experience of each team member.
4. Experience. Describe the relevant experience of the firm in providing engineering services and provide a representative list of prior work.
5. References. Provide at least three references of individuals and/or jurisdictions with whom the firm has worked; provide a contact name, agency name, address, telephone, and email address for each reference.

C. Proposal Evaluation Criteria

Engineering Firms will be evaluated based on the following weighted criteria:

1. The Engineering Firm's relevant experience (30%)
2. Team members assigned to work on Association Projects (30%)
3. Interviews (25%)
4. References. (15%)

D. Submission of Statements of Qualifications and Deadline

Each firm must submit 5 (five) copies of the SOQ in a sealed envelope bearing on the outside, the name of the firm, full address, name of the RFQ for which the SOQ is submitted, and date and time the RFQ is due. Hard copies of the RFQ shall be delivered or mailed to the following address:

Brad Jorgensen, Operations & Engineering Manager
Provo River Water Users Association
285 West 1100 North
Pleasant Grove, UT 84062

In Lieu of Hard Copy submittals, electronic submittals of the SOQ document will also be deemed acceptable. Submittals should be emailed to the contract administrator listed below and the email subject line **must be: SOQ – PRWUA Engineering Pool**. The body of the email or an attached cover letter must include the firm’s information as required above for hard copy submittal.

The SOQ document must be received no later than 2:00 pm (Utah time), Monday, November 6, 2023. SOQ documents received after this time will not be accepted. There will not be a public opening of the submittals.

Contact Information:

Contract Administration: Brad Jorgensen, P.E.

Phone: (801) 369-9100

Email: bwj@prwua.org

The Association may reject any SOQ not in compliance with all prescribed requirements. The Association may reject any or all SOQs upon the Association finding that it is in the best interest of the Association.

E. Award/Schedule

The Association may hold the SOQ documents for 90 days before rendering a decision. It is anticipated that the Association will select additional firms to be added to firms already under contract to create the engineering pool. Interviews will be conducted with firms who are determined to be reasonably likely to be selected based on the submitted documents.

The anticipated schedule is as follows:

1. November 6, 2023: SOQ due date
2. November 14, 2023: Notification to Engineering Firms selected for interview
3. November 21, 2023: Engineering Pool Candidate Interviews
4. November 30, 2023: Association Board Meeting - Recommendations given to Association Board for their approval

F. Addenda to the RFQ

The provisions of this RFQ cannot be modified by oral interpretations or statements. If inquiries or comments by applicants raise issues that require clarification by the Association, or if the Association decides to revise any part of this RFQ, addenda will be provided to all persons known to the contact person who have received or will subsequently receive the RFQ.

G. Contract

The firm(s) selected will be expected to enter into a multi-year written contract. Unconditional refusal to accept the contract provisions proposed by the Association without offering acceptable alternatives may result in disqualification of the firm.