



CITY OF NORWALK
Norwalk City Hall
125 East Avenue, PO Box 5125
Room 225
Norwalk, CT 06856-5125
P: 203-854-7791 / F: 203-857-0143

LEGAL NOTICE REQUEST FOR QUALIFICATIONS

The Department of Public Works of the City of Norwalk, CT is seeking to engage a Professional Engineering firm to provide engineering services for the following drainage study:

STORM DRAINAGE SYSTEM EVALUATION AT SELECTED LOCATIONS (THE PROJECT).

The successful consultant will be responsible for completing the Project that will include areas the City has identified with chronic drainage problems, including storm drain and culvert systems, watercourses and ponds that have severe sedimentation-obstructed flow and reduced natural flood retention capacity. The consultant will investigate existing conditions and drainage system mapping for the locations selected for this Project. The overall Scope of Work will include hydrologic and hydraulic modeling as required, GIS development and gathering additional survey information necessary to complete the Project, the preparation of alternative concept plans, public participation programs, preliminary design, environmental permitting and project budget cost estimates. The consultant should have a significant record of implementing construction projects with environmental permitting from Federal, State and Local Agencies.

The consultant Engineer 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 City procedures, appropriately weighted in descending order of importance.

The actual Scope of Services and Project fees will be negotiated with the selected consultant.

Firms responding to this request should be of adequate size and sufficiently staffed to perform the assignment described above. The firms Project Manager shall be available for direct supervision of the staff performing the work for this Project.

Prior to the negotiation process, the selected firm will be required to have a current corporate registration with the Secretary of State (partnerships excluded) in Connecticut. The selected firm will also be required to maintain insurance coverage from a firm approved to do business in the State of Connecticut. Proof of coverage must be submitted on a form acceptable to the City.

The selected firm must meet all City, State and Federal affirmative action and equal employment opportunity practices.

Five (5) copies of a letter of interest, together with general information on the firm and proposed sub consultants, the location of the office(s) where the work will be performed and the staff size of the office(s), a current rate schedule (hourly) for each position proposed, experience of the firm(s), and a resume of key personnel should be addressed to:

Lisa Burns, P.E., Principal Engineer
Department of Public Works
City of Norwalk, CT
125 East Avenue
Norwalk, CT. 06851

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 project will be required to possess and maintain a valid Connecticut Professional Engineer's License.

All letters of interest must be postmarked by a US Post Office (if mailed) or received in the Department of Public Works, Room 225, Norwalk City Hall, no later than 4:00 P.M. on May 3, 2019. Responses received or postmarked after this date will not be considered.



Donna I. King, City Clerk



Date

Instructions to Newspapers:

Please publish two (2) times, once on Friday, April 12, 2019 and once on Monday, April 15, 2019.

Please forward Publishers Affidavit for both dates to:

Paul Sotnik, P.E.
Senior Civil Engineer
City of Norwalk
Department of Public Works
125 East Avenue
Norwalk, CT, 06856