

Legal Notice
Town of Hancock, Delaware County, NY
Request for Qualifications - Engineering Services
East Branch Water System Improvements Project

The Town of Hancock is requesting Qualification Statements for Engineering Services for Office of Community Renewal (OCR) Small Cities CDBG project #505PW52-17. Responses to this request will be accepted until 2:00 P.M., March 6, 2018 at the Office of the Town Clerk, 661 West Main Street, Hancock, NY 13783. Mark on the outside of the envelope, "Response to Engineering Services Request for Qualifications – East Branch Water System Improvements". Respondents are required to submit one (1) original and six (6) copies of their proposal.

This project involves installing a new water well, treatment building and connection of the well to the existing water distribution system piping in the Hamlet of East Branch. The project budget is \$595,500 including construction, engineering and administrative costs.

The Town is seeking engineering services to include design, preparation of bid specifications, and assistance with bidding, construction administration, inspection services and as-built drawings. The CDBG Small Cities application, preliminary engineering report, cost estimate and project area maps are available at the Office of the Town Clerk, 661 West Main Street, Hancock, NY 13783, between the hours of 9:00 AM and 4:00 PM, Monday through Friday.

Qualification statements will be evaluated based upon the following criteria and point values:

- successful provision of engineering services to previous similar projects in the last five years that demonstrate relevant experience	40 points
- capacity to provide key personnel and proposed staffing plan	20 points
- ability to conform to the December 9, 2019 deadline for completion	20 points
- respondent's understanding of the scope including detailed work plan to complete design services	20 points
Total	100 points

Minority and women business enterprises (MBE and WBE) and Section 3 business concerns are encouraged to respond.

Ann Green
Town Clerk
Town of Hancock