

NOTICE OF REQUEST FOR STATEMENTS OF QUALIFICATIONS  
FOR ENGINEERING SERVICES

The Town of Huntington is obtaining Statements of Qualifications from qualified engineering firms detailing the firms' qualifications, technical expertise, management and staffing capabilities, references, and related prior wastewater engineering experience. Required professional services will include but are not limited to preliminary engineering services, design- and construction-related services, preparation of bidding and contract documents, participation in the evaluation of bids received, and monitoring and inspection of construction activities to ensure compliance with plans and specifications associated with the **Town of Huntington Lower Village Wastewater Project**.

Procurement of said services will be in accordance with elements of the procurement process in 40 U.S.C. § 1101-1104. Qualified firms/candidates interested in being considered for this project must submit **one digital copy** of: (1) letter of interest; (2) statement of qualifications and experience of staff persons who will be involved with the project; (3) references; and (4) related prior experience. Submit the requested information to Barbara Elliott ([townhunt@gmavt.net](mailto:townhunt@gmavt.net)) and Taylor Newton ([tnewton@ccrpcvt.org](mailto:tnewton@ccrpcvt.org)) no later than **3 PM on October 9, 2020** in order to receive consideration.

Attention is directed to the fact that the proposed project may be undertaken with a variety of Federal and state funds and that all work will be performed in accordance with the regulations issued by such agencies and the State of Vermont pertaining thereto.

The Town of Huntington shall evaluate the statements of qualifications and performance data and other material submitted by interested firms and select a minimum of three firms which, in their opinion, are best qualified to perform the desired services. Interviews with selected firms shall be conducted on **Monday, October 28, 2020 between 7 PM and 9 PM via Zoom**. Interviews may include discussions regarding anticipated concepts and proposed methods of approach. The Town of Huntington shall rank, in order of preference, these three professional firms deemed to be the most highly qualified to provide the services required, and shall commence scope of services and price negotiations with the highest qualified professional firm for engineering services.

For more information about wastewater planning in the Town of Huntington, please see Attachment A.

## ATTACHMENT A

### WASTEWATER PLANNING IN HUNTINGTON

In 2011, the Town of Huntington consulted with Stone Environmental and Green Mountain Engineering to study the feasibility of serving three villages in Huntington (Lower Village, Huntington Center, and Hanksville) with community water and wastewater systems. The work was funded through the Vermont Agency of Natural Resources' Engineering Planning Advance program.

The resulting feasibility study completed in 2012, [Water and Wastewater Capacity Evaluation for Huntington's Villages](#), provides valuable information about the feasibility of developing community water and wastewater systems in Huntington. However, the study does not select preferred alternatives for water or wastewater service in any village. The feasibility study also does not meet the requirements of a preliminary engineering report (PER). For various reasons, including concerns about construction costs, the Town did not continue its water and wastewater planning efforts during the remainder of the decade.

The Town of Huntington hopes to use the 2012 study as the basis to renew its wastewater planning efforts. This effort is increasingly important in light of the Town's recent work developing a form-based code, with small minimum lot size requirements, in the Lower Village and Huntington Center, and the desire for additional, village-scale economic development within the municipality's village areas.

Based on the review of the 2012 Feasibility Study, the Huntington Planning Commission and Huntington Selectboard have decided to focus on wastewater disposal in the Lower Village. The Town will pursue funding from State and/or Federal sources to pay for the selected consultant to develop a preliminary engineering report (PER) for a community wastewater system in the Lower Village. The scope of services associated with the PER may also include on-site soil testing, wetland delineations, archeological assessments, or other services required to comply with the National Environmental Protection Act (NEPA).

CCRPC will assist the Town with its wastewater planning efforts during FY21. This includes assisting with the procurement of a civil engineering consultant, securing funding for a PER, and applying to the Vermont Department of Environmental Conservation (DEC) to add the Town of Huntington Lower Village Wastewater Project to the Clean Water State Revolving Loan Fund (CWSRF) Intended Use Plan (IUP) in FY 22.

CCRPC's continued efforts to help with wastewater planning after FY21 is contingent upon securing adequate grant funds. The Town of Huntington anticipates applying to the Municipal Planning Grant (MPG) program on October 1, 2020. MPG funds would pay CCRPC to assist the selected civil engineering consultant with project coordination and community outreach related to the development of the PER. If awarded, MPG funds would be available to CCRPC between January 1, 2021 and May 31, 2022.