



## **BIOLA COMMUNITY SERVICES DISTRICT NOTICE INVITING STATEMENTS OF QUALIFICATIONS**

The Biola Community Services District (“District”) operates water supply, water distribution, sewage collection, and wastewater treatment facilities. The District periodically receives Community Development Block Grant (CDBG) assistance for various water, sewer and appurtenant infrastructure throughout the District. The District is requesting Statement of Qualifications from engineering firms to perform the design, bidding and construction review services required to complete the projects in conformance with CDBG requirements and subject to Federal regulations. The District intends to select one firm to provide contract services for a maximum period of three years. Services are to include identification of all necessary permits, surveying, testing, preparation of plans, specifications, description of a construction phasing plan, estimate of probable construction costs, preparation of bid documents, review of construction contract bids, recommendation for award, construction review, construction review and construction administration.

The upcoming CDBG project involves the construction of a three-acre expansion of an existing two-acre storm drainage basin for a five-acre total groundwater recharge basin, and the installation of a six-foot chain link fence around the enlarged drainage basin.

Statement of Qualifications will be evaluated based on qualifications of the engineering firm, subject to negotiation of fair and reasonable compensation. Statements of Qualifications are to include:

- Firm name, contact person, address, phone, and fax numbers
- Type of organization (individual, partnership, or corporation)
- Firm principal(s) who will be responsible for the project, their education, credentials, and experience.
- Key personnel who will be assigned to work on the project, their education, credentials, and experience.
- Present staff – number and classification
- List of relevant project experience in the past five years, including location, and type of project. Provide the name and telephone number of a reference for each project listed.
- List previous experience with the District.
- Indicate familiarity with CDBG-funding procedures.
- Current fee schedule in a sealed envelope.

Final selection of the engineer is subject to approval by the County of Fresno. Interested firms are encouraged to contact the District if they have any questions. Direct all inquiries regarding this Request of Qualifications to Elaine Cervantes via email at [Elaine.Cervantes@biolacsd.org](mailto:Elaine.Cervantes@biolacsd.org) or at (559) 843-2657.

Provide two (2) copies of the Statement of Qualifications (SOQs) and mail or deliver to the District at 4925 N. Seventh Street PO Box 57 Biola, CA 93606 prior to 2:00pm on October 13, 2023. Late, faxed, or emailed SOQs will not be accepted.