



**PUBLIC UTILITY DISTRICT NO. 1**  
**OF MASON COUNTY**  
N. 21971 Hwy. 101  
Shelton, Washington 98584

**BOARD OF COMMISSIONERS**  
MIKE SHEETZ, Commissioner  
JACK JANDA, Commissioner  
RON GOLD, Commissioner

## **REQUEST FOR A STATEMENT OF QUALIFICATIONS**

### **Civil Engineer**

In accordance with RCW 39.80, Public Utility District No. 1 of Mason County is soliciting qualifications from Civil Engineering firms for services anticipated in the next two years. Services required by the District may include water system planning, water system design, civil permitting, grading plans and technical assistance.

The ideal consulting team would exhibit the following:

- ❑ Strong technical expertise in the drinking water and electrical industries;
- ❑ Strong knowledge of federal, state and local laws and policies pertaining to public utility districts;
- ❑ A proven track record in preparing high quality technical plans and analyses within a collaborative process;
- ❑ Strong familiarity with small and rural utility districts;
- ❑ A proven history in completing work that is accepted as technically sound by multiple interest groups;
- ❑ Strong familiarity with Ecology's 2019 Stormwater Manual of Western Washington;
- ❑ Strong familiarity with small water system treatment options for iron, manganese, and surface water influence;
- ❑ Familiarity with well and booster pumps;
- ❑ Familiarity with small community onsite septic systems with grinder pumps;
- ❑ The ability to develop and adhere to strict QA/QC standards;
- ❑ Long-term experience in planning and development for public utility districts;
- ❑ Desirable for firm to be on Department of Ecology's Cost Reimbursement Consultant list;
- ❑ Desirable for firm to have Certified Water Rights Examiner on staff;
- ❑ Desirable for firm to have Erosion and Sediment Control Lead on staff; and
- ❑ Available for emergencies.

Your submission should be transmitted electronically **via email** in either MS Word or Adobe .pdf format and contain the following information:

- ❑ Statement of Qualifications
- ❑ Descriptions of similar work. **Descriptions must include the client's contact information.**
- ❑ One sample work product from the following (categories could be included in same project):
  - Water System Design
  - Water Rights Project
  - Construction Plans and Specifications
- ❑ Firm's Services Eligibility Submittal Form (at end of this packet)



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The District assumes no obligation for expenses incurred by any respondent to this solicitation. Your submission should not exceed 5 pages (not including resumes, work products or appendices of project descriptions). Submissions are due by 4 pm on Friday, August 19, 2022. Please direct inquiries and email submissions to:

Mason County PUD No. 1  
James Reyes, Engineering Manager  
Email: jamesr@mason-pud1.org  
And cc: brandym@mason-pud1.org

Firm must be registered with Municipal Research and Services Center (MRSC) Consultant Roster to be considered. Register at <http://mrscrosters.org/businesses/business-membership/> and make sure you choose "Mason County PUD No. 1" as an agency or Mason County in its entirety or Statewide. Decision on selected firm(s) will be made by Wednesday, August 31, 2022. Firms will be contacted via email regarding the selection for our consultant.

The District is requesting submittals for a variety of professional services. You may submit a single submittal that covers more than one service. Clearly indicate on Services Eligibility Submittal Form which service(s) [Archaeological, Civil Engineer, Electrical Engineer, etc.] for which you are submitting your qualifications; there is a form at the end of this packet that must be submitted with your submittal. Your firm will only be scored based on the services for which you indicate you are eligible.

It is the policy of the Public Utility District No. 1 to ensure that contractors are employed and are treated during employment, without regard to their race, religion, sex, color, national origin, disability or other protected class. The District encourages disadvantaged, minority, women-, and veteran-owned consultant firms to apply. It is the District's policy to insure that minority, women-, and veteran-owned firms are afforded the maximum practicable opportunity to compete for and obtain public contracts for services.



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**Firm's Services Eligibility Submittal Form**

Firm Name: \_\_\_\_\_

<b>Indicate which services your firm is submitting:</b>	
Electrical Engineering Services	
Civil Engineering Services	
Geology & Hydrogeology Services	
Geotechnical Engineering Services	
Land Surveying	