



Mason County Public Utility District No. 1

Request for Qualifications

No. 2025-01

Mason County PUD No. 1, referred to herein as the "District," hereby solicits Statements of Qualifications for comprehensive engineering services encompassing **Electrical, Mechanical, Structural, and Civil Engineering pertaining to the facilities of the District.** The District aims to enter into one or more task or project-specific contracts. The initial contract shall be for a duration of one year, with the possibility of extending the agreement for two additional one-year terms.

PROPOSAL DUE DATE: Friday, April 25, 2025, no later than 4:00 pm.

CONSULTANT ELIGIBILITY: All Consultants who satisfy the minimum qualifications stated herein and are licensed and available for work in Washington State.

SUBMIT PROPOSAL ELECTRONICALLY TO: Holly Paul, hollyp@mason-pud1.org

PROPOSAL FORMAT: Your proposal shall not exceed 10 pages (not including resumes, work products, appendices, or project descriptions). Your proposal must include the Service Eligibility Proposal Form at the end of this document.

The subject line of the proposal email should read, ""Civil Engineering-2025-02-COMPANY NAME".

MINIMUM QUALIFICATIONS: The District seeks to qualify not only a consulting firm but also the specific individual engineers who will provide services to the District. Additionally, the District expects the assignment of a principal engineer or project manager capable of providing signing services for all projects undertaken. For these reasons, the consulting firm shall submit a proposal to this RFQ that includes detailed information and resumes of the personnel designated to provide services to the District.

1. The consulting company must be registered with the District's Consultant Roster on [Municipal Research and Services Center \(MRSC\) Rosters](#) to be considered. Make sure you choose "Mason County PUD No. 1" as an agency.
2. The consulting company shall have at least one office in Washington State, and this shall be the primary office for working with the District. The consulting company shall have at least one principal engineer at this Washington State office. This principal engineer shall have full signing authority for contracting with the District.
3. All engineers who provide signing services to the District must be Professional Engineers licensed in Washington State.
4. Strong technical expertise in the electrical industry.

5. Strong knowledge of federal, state and local laws and policies pertaining to public utility districts.
6. A proven track record in preparing high quality technical plans and analyses within a collaborative process.
7. Strong familiarity with small and rural utility districts.
8. A proven history in completing work that is accepted as technically sound by multiple interest groups.
9. Long-term experience in planning and development for public utility districts.
10. Available for emergencies.

STATEMENT OF QUALIFICATIONS:

1. Provide a concise introduction of the consulting company services the consultant provides.
2. Provide the resumes of the principal engineer(s) and other engineers who may be providing services to the District.
3. Provide sample(s) of project work completed by the individuals listed in item #2 above within the last two (2) years. Include a narrative describing what role the individuals had on the sample project.
4. Three references for similar project work shall be supplied.

EVALUATION:

The District will evaluate the qualifications of the consulting company and engineers according to the following:

1. Experience transmission (115 kV & 34.5kV) and distribution (12.47 kV) voltages.
2. Engineers licensed in the state of Washington.
3. Electrical Engineers with demonstrated experience in substation, transmission, distribution, protection, and SCADA design.
4. Experience working in the field with other engineers, technicians, and operators.
5. Experience in project management.
6. Reference checks performed by the District.

DISTRIC POLICY: It is the policy of Mason County 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. This solicitation is in accordance with RCW 39.80.

Service Eligibility Proposal Form

Firm name: _____

Address: _____

Contact information: _____

Specify the services your firm is submitting:

Electrical

Mechanical

Structural Engineering

Civil Engineering

Other: _____