

REQUEST FOR STATEMENT OF QUALIFICATIONS

HYDROGEOLOGIST SERVICES

CROWN POINT, NEW YORK

Charles Harrington, Town Supervisor

Todd Hodgson, P.E., AES Northeast PLLC

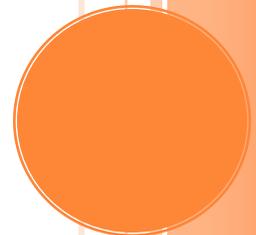


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Request for statement of qualifications

HYDROGEOLOGIST SERVICES

I.

The Town of Crown Point is soliciting Requests for Qualifications (RFQ) to develop a pool of qualified contractors to perform a hydrogeological study.

The purpose of this document is to outline the qualifications sought and identify the scope of services to be performed.

Any questions or clarifications concerning this RFQ should be directed to the Town's Engineer:

Todd Hodgson, P.E.
AES Northeast PLLC
10-12 City Hall Place,
Plattsburgh, NY 12901
P: 518-561-1598
toddhodgson@aesnortheast.com (email preferred)

II. BACKGROUND

- A. The Statement of Qualifications is to provide a background of the contractor's experience with performing hydrogeological services for similar sized communities with emphasis on water wells. The Statement is to provide information on your history and ability to provide same.
- B. The Town of Crown Point is a small rural community located in Essex County located on the west shore of Lake Champlain. The town lies entirely within the Adirondack Park. The town's population is approximately 2,024 people. The town of Crown Point owns and operates a water system, consisting of a ground water source, gravity storage and distribution to two (2) water districts (Water District #1 and Water District #2) serving a total of 429 users.
- C. The Town is looking for a committed and experienced hydrogeologist to perform the following tasks (as needed):
- a. Initial Hydrogeologic Evaluation and Well Siting Activities
 - b. Well-Siting Surveys
 - c. Test Well Installation & Preliminary Yield and Water Quality Evaluation
 - d. Conceptual Model of the Aquifer
 - e. Pump Test Specifications

f. Contaminant Threats and Wellhead Protection Zone

g. Final Report

- documentation of the pumping test;
- graphical presentation of water level data;
- characterization of aquifer parameters;
- refinement of the conceptual hydrogeological model, as necessary;
- lab reports from water quality analysis;
- results of field water quality analysis and assessment of trends;
- lab report on MPA testing and assessment of GWUDI, if necessary;
- delineation of recommended Wellhead Protection Area, Zone of Influence, Zone of Contribution/recharge area;
- assessment of potential contaminant threats;
- characterization of environmental impacts, including impacts on surface water and/or nearby private wells;
- assessment of safe sustainable yield.

III. SUBMITTAL REQUIREMENTS – STATEMENT OF QUALIFICATIONS

Candidates shall submit statements regarding the qualifications listed below.

- A. A bachelor's degree (advanced degree preferred) from an accredited college or university in geology, hydrogeology, geochemistry, geophysics, or a closely related scientific field is required.
- B. Professional registration is required with New York State.
- C. Professional Geologist and Certified Hydrogeologist is preferred
- D. A minimum of eight (8) years of professional hydrogeological experience. Sustainable work experience in conceptual hydrogeological modeling, project management, analytical thinking, report writing, and data analysis required.
- E. Excellent writing, data analysis, and oral presentation skills, required. Also, candidates need to be proficient with Microsoft Word, Outlook, Excel, Access and PowerPoint, and specialized geologic and hydrogeological software for GIS, contouring, geochemistry, borehole and stratigraphy, and modeling programs.
- F. Responding firms are required to demonstrate adequate capabilities and experience in utilizing modern groundwater exploration methods, including implementation of suitable well siting geophysical surveying methods to evaluate aquifer settings prior to installation of test wells. Design, implementation and interpretation of such exploration activities should be under the direct supervision of the firm's lead Hydrogeologist. Subcontracting of well siting geophysical survey work is discouraged.

IV. CONSULTANT EVALUATION AND SELECTION PROCESS

The town will evaluate the statements and rate the best qualified consultants for the project. Consultant selection will be based on past performance and consultant qualifications. The consultant will also be required to comply with New York State Environmental Facilities Corporation Women and Minority Owned Business Criteria for Non-Construction Contracts.

A. PRELIMINARY SCREENING

Candidates shall submit two copies of their statements to Charles Harrington, Town Supervisor, Town of Crown Point, P.O. Box 443, Crown Point, NY 12928 by close of business on Thursday, March 24, 2016. Hand Delivered copies may be accepted at the Town Offices at 17 Monitor Bay Park, Crown Point, NY 12928.

Only paper copies will be considered, no emails will be reviewed.

Envelopes or packages that are received after the date or time stated above will not be considered.

The Non Construction Contract must meet NYS Environmental Facilities Corporation Requirements. Please visit the website for package details: www.efc.ny.gov/mwbe

B. RATING CRITERIA

- 1) Quality and adequacy of the response
- 2) Experience and performance on past projects in Towns of similar size and approach
- 3) Approach to well siting geophysical surveying.

C. CONTRACT NEGOTIATIONS

After review and interviews are complete, the Town will negotiate a contract with the top-ranked contractor. The Town Board will then approve of the Contract.

V. AVAILABLE INFORMATION

Any materials provided to the consultant shall be considered confidential and returned to the Town upon completion of use. Access to the Town

facilities will be made available after the consultant selection and will be coordinated with the Town Supervisor, staff and Engineer.

To request additional information, contact the Town Engineer:

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AES Northeast PLLC
10-12 City Hall Place
Plattsburgh, NY 12901
P: 518-561-1598
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For more information regarding NYS Environmental Facilities Corporation Non-Construction Contract requirements, please visit www.efc.ny.gov/mwbe

VI. SELECTION OF THE CONSULTANT IS PLANNED PER THIS SCHEDULE

- A. Statements Due: Thursday, March 24, 2016 by 12:00 pm
- B. Engineer and Town Board Proposal Review: Tuesday, March 28, 2016
- C. Contract Awarded estimated: Friday, April 15, 2016