

REQUESTS FOR PROPOSALS FOR ENGINEERING SERVICES

In accordance with federal cost share requirements, Greater Ramsey Water District is soliciting statements of qualifications to retain a firm to provide general engineering services related to the system's infrastructure. Greater Ramsey Water District will utilize the selected firm for a period of three years for all engineering related activities associated with its water system including supply, treatment, distribution and any capital improvement projects. Greater Ramsey Water District has the right to extend this selection period, if so desired. The agreement and payment terms will be negotiated with the selected offeror.

Firms submitting must have worked with at least three rural water systems in North Dakota serving more than 1,000 customers within the last 3 years. The ideal firm should provide in-house engineering design services, instrumentation and control services, GIS services, and financial services.

Proposal Content:

Any questions must be asked in writing and will be shared with other respondents. Respondents are prohibited from contacting any representative of Greater Ramsey Water District regarding this RFQ in any other matter. Any questions must be asked in writing and will be shared with other respondents. All responses must be **received by 12:00 p.m. on Wednesday September 2nd, 2026**. Please state "Engineering Services Qualifications" on the out-

side of the response package. Include 1 printed copy of the proposal and one PDF version. Proposals may not exceed 3 pages, including cover letter and attachments. Additional material, other than that requested by Greater Ramsey Water District, will be disregarded.

Responses should include:

1. Firm Background, including the firm's legal name, mailing address, telephone number, name of primary contact person, location of firm headquarters, and services provided.
2. The experience and qualifications of the staff to be assigned to Greater Ramsey Water District.
3. A description of the firm's prior experience, including any similar infrastructure projects, location, project costs, and name of a local official knowledgeable regarding the firm's performance. Include at least three references.
4. A description of the firm's current work activities as well as the firm's anticipated availability during the term of the project.

Respondents will be evaluated according to the following factors:

- Location (Preference given to firms headquartered in North Dakota) (5%)
- Qualifications of the Professional Personnel (15%)
- Related Experience (25%)
- Consultant's Capacity to Meet Time and Budget Requirements (10%)
- Recent, Current, and Projected Workloads (10%)
- Overall quality of the proposal (10%)

- Recent & Current Work for the Entity Issuing the RFP (25%)

The selection of finalists will be based on an evaluation of the written responses, as well as interviews if deemed necessary. The award will be made to the most qualified offeror whose proposal is deemed most advantageous to Greater Ramsey Water District, all factors considered. Unsuccessful offerors will be notified as soon as possible.

SOQs should be mailed to: Lonnie Lacina, Greater Ramsey Water District, PO Box 1257, Devils Lake, ND, 58301.

Proposal Policies:

This solicitation is being offered in accordance with federal and state statutes governing procurement of professional services. Accordingly, Greater Ramsey Water District reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed. Greater Ramsey Water District also retains the right to reject all responses deemed unqualified, unsatisfactory, or inappropriate, and/or re-solicit for proposals if deemed to be in its best interest.

All costs related to the preparation of the proposal, interview, or any other related activity are the sole responsibility of the firm. No reimbursement will be made by Greater Ramsey Water District for costs incurred prior to a formal notice to proceed under a contract.

(8:4, 6, 11, 13, 18, 20)