

REQUEST FOR PROPOSAL

The Town of Silt, Colorado, is seeking proposals for the contract position of Town Engineer. This position is a sub-contract position, subject to the direction of the Town Administrator.

SITUATION

The Town of Silt frequently requires the services of a Professional Engineer for basic engineering needs. A background in municipal engineering is essential for the broad engineering issues faced by a municipality of approximately 3100.

TASKS TO BE ACCOMPLISHED

- Subdivision engineering, including new subdivision design review as well as existing subdivision improvement, when necessary.
- Water engineering, including, but not limited to, improvement, expansion, and/or modification of the town's micro-filtration water plant, storage and distribution system.
- Wastewater engineering, including, but not limited to, improvement, expansion, and/or modification of the town's Aero-mod wastewater plant and collection system.
- Structural engineering.
- Drainage, floodplain and wetlands review, including experience in permitting processes with the Army Corps of Engineers and other state and federal agencies.
- Meetings with Town staff, the Planning Commission and Board of Trustees
- Other general engineering issues as necessary or as assigned by the Town Administrator.

TERM

The sub-contract position is at-will, subject to the authority and determination of the Town Administrator.

PROPOSAL

Those interested should submit the following no later than 5:00 p.m., January 31, 2019, to Town Clerk Sheila McIntyre, Town of Silt, 231 North Seventh Street, P.O. Box 70, Silt, Colorado, 81652. Submit proposals via mail, email to sheila@townofsilt.org or in person. Contact Town Public Works Director Trey Fonner at (970) 876-2353 ext. 106, with any questions.

- A resume or resumes describing qualifications and the qualifications of anyone in the firm that would perform any engineering services.
- A “Schedule of Fees” denoting the fees related to all types of engineering described in this proposal, and any support services fees associated with the engineering services (office help, copying, etc.)
- The names, addresses and telephone numbers of at least three references who are or have been your clients within the last 24 months.