



CITY OF ALBANY, OREGON
REQUEST FOR PROPOSALS (RFP)

WWTP-24-01-CC, North Albany Lift Station Improvements
Proposals Due by 2:00 p.m. (Pacific Time), Tuesday, December 12, 2023

Notice is hereby given that the City of Albany (City), Oregon, is requesting proposals from qualified firms that can demonstrate competency and experience in providing engineering design services for a new wastewater lift station in North Albany. The objective of requesting proposals is for the City to contract with a firm that can offer services of the highest quality and best value to the City. The proposed term of this contract shall be from March 2024 through March 2027.

Solicitation documents can be downloaded from the City of Albany website at <https://www.cityofalbany.net/bids>, or examined at Albany City Hall, Finance Department, 333 Broadalbin Street SW, Albany, OR 97321, Monday through Friday, 8:00 a.m. to 5:00 p.m. There is a \$35 charge to receive a printed copy of the documents.

It is imperative that those who download the solicitation documents check the website regularly for addenda, clarifications, and other notifications that may be pertinent. Proposers are solely responsible for checking the website to determine if addenda or clarifications have been issued. For questions regarding the solicitation, contact Diane Murzynski, CPPO, Contracts and Procurement Officer, at contracts@cityofalbany.net, and Nolan Nelson, PE, Civil Engineer III, nolan.nelson@cityofalbany.net.

Proposal responses must be submitted electronically to Diane Murzynski, in the Finance Department, at procurement@cityofalbany.net, and received not later than 2:00 p.m., (Pacific Time), Tuesday, December 12, 2023, or any extension of the time made by addendum. Submittals will be considered time-stamped and received by the City when received in the procurement email inbox. The email subject line should include the project name "WWTP-24-01-CC, North Albany Lift Station Improvements". Proposals received after the closing date and time will not be opened or reviewed. Proposals shall be valid for 120 days after opening unless otherwise specified.

The City may reject any proposal not in compliance with all prescribed solicitation procedures and requirements and other applicable law and may reject any or all proposals in whole or in part when the cancellation or rejection is in the best interest of the City, and at no cost to the City.

DATED THIS 30TH DAY OF OCTOBER 2023.

A handwritten signature in cursive script that reads "Diane M. Murzynski".

Diane M. Murzynski, NIGP-CPP, CPPO, CPPB
Contracts and Procurement Officer

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Albany Democrat-Herald, on Tuesday, October 31, 2023