WYOMING WATER DEVELOPMENT OFFICE

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wwdc.state.wy.us

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May 2021

Professional Services No. 21-0051

The State of Wyoming, Water Development Commission (WWDC), is seeking professional services to perform water resources studies in accordance with W.S. 9-23-104 and W.S. 9-23-105. The projects for which the services are sought are listed by study level. The WWDC, at its sole discretion, may request the selected consultant to provide additional services for Level I or Level II studies.

LEVEL I STUDIES (W.S. 41-2-114) – NEW DEVELOPMENT

Clarks Fork/Upper Shoshone Watershed Study: Contact: Mike Robertson.

Dayton Water Master Plan: Contact: Julie Gondzar.

Riverton Regional Water Master Plan: Contact: Chace Tavelli.

LEVEL II STUDIES (W.S. 41-2-114) – NEW DEVELOPMENT

LaGrange Groundwater Supply & Improvements: Contact: Keith Clarey.

Pavillion Groundwater Supply: Contact: Keith Clarey.

LEVEL I STUDIES (W.S. 41-2-114) – REHABILITATION

West Afton/Nield String Master Plan: Contact: Mabel Jones.

LEVEL II STUDIES (W.S. 41-2-114) – REHABILITATION

Dowlin Diversion Rehabilitation: Contact: Mabel Jones.

REQUIRED SUBMITTALS AND SUPPLEMENTAL INFORMATION:

Prospective consultants and sub-consultants wishing to be considered for any of the listed projects shall submit **Statements of Qualification** (SOQ) – 254 forms, **Statements of Interest** (SOI) – 255 forms, and **Wyoming Resident Firm Certification** forms (if applicable) to the Water Development Commission.

Firms offering "professional services" and claiming "resident firm" status as defined by W.S. 9-23-102 shall submit for each project of interest a Wyoming Resident Firm Certification form. The form certifies that the firm is legally registered and in good standing with the Wyoming Secretary of State's Office; possesses a physical office residing within the State of Wyoming staffed by qualified individuals with professional and technical expertise who are employed in the state; and if the firm is selected for the project, it will ensure that the applicable percentage of the contract costs for professional services, as set forth in Wyoming Statute § 9-23-102(a)(vi)(B), shall be performed by individuals or consultants who are employed in the State of Wyoming, who will perform their labor or professional services provided under the contract within the boundaries of the State of Wyoming, and who shall possess the professional and technical qualifications necessary to perform the work required by the contract.

*****254/255/Resident Firm Certification forms may be submitted electronically, in a COMBINED pdf format to riley.taylor@wyo.gov. If you choose to submit electronically PLEASE submit a complete package for EACH project, including 254s for prime and sub-consultants as well as your 255 and Resident Firm Certification (if applicable) in a single combined PDF. Please send a separate email for each project you're submitting materials for along with contact information including email, phone number and primary office location doing the work.*****

If you choose to submit via mail, please provide two (2) copies each of your 254, 255, and Resident Firm Certification form (if applicable) as well as any 254s of sub-consultants. Please submit separate documents on each project for which you would like to be considered.

An email address MUST be provided for distribution of RFP's and correspondence, see box #4 on form 254. Firms offering professional engineering services must provide their Board issued Wyoming license number.

Copies of forms 254 and 255, along with the Wyoming Resident Firm Certification form may be accessed on the WWDC website at:
http://wwdc.state.wy.us/consultants/consultant_selection.html

Consultants will be selected by the WWDC to prepare proposals, as per W.S. 9-23-104, and W.S. 9-23-105 using information contained in the SOQ of the prime consultant and any sub-consultants, the SOI of the prime consultant, and the Wyoming Resident Firm Certification form (if applicable). Additional information about the consultant short listing process may be found on the WWDC website.

The WWDC will be seeking authorization for these projects from the 2022 Legislature. If authorization is not granted, the selection/contracting process will be discontinued.

The SOQ, SOI, and Wyoming Resident Firm Certification (if applicable), **via email or mail**, must be received by the WWDC no later than **2:00 p.m. on June 25, 2021**. This notice may be accessed on the WWDC website at http://wwdc.state.wy.us

Submit SOQ's, SOI's and Certification forms to:
Riley Taylor
Business Office Coordinator
Wyoming Water Development Office
6920 Yellowtail Road
Cheyenne, WY 82002
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riley.taylor@wyo.gov