



**CITY OF ALBANY**  
**REQUEST FOR PROPOSALS (RFP)**

**WC-13-01, Canal Diversion Structures**

**Proposals Due no later than 3:00 p.m. on Thursday, June 30, 2016**

The City of Albany (City), Oregon, is requesting proposals from qualified Consultants with established experience in the development and implementation of retaining gate and diversion structure designs. Primary components of the project include:

- Evaluate two existing weir structures;
- Evaluate a retainer gate structure;
- Provide site and structural analysis and recommendations, including alternatives for rehabilitation or replacement of structures;
- Provide design of control structures to manage and monitor flows between 5 and 150 cfs;
- Provide design of rehabilitation of retainer gate structure; and
- Apply for and obtain all necessary permits (i.e. COE/DSL, SHPO, FERC, etc.) on behalf of the City.

The project will be comprised of the following phases:

- Preliminary site evaluations and design recommendations
- Control Structures design
- Construction engineering services

The Request for Proposals (RFP) document may be examined at the office of the Public Works Director, City Hall, 333 Broadalbin Street SW, Albany, Oregon, (541) 917-7676; downloaded from the City of Albany website at <http://www.cityofalbany.net/departments/finance/city-purchasing/bids-rfps-rfqs>; or a printed set may be purchased for \$35. It is imperative those who download the RFP documents check the website regularly for addenda, clarifications, and other pertinent notifications. All who are known by the City of Albany to have an interest in this RFP will receive notification when additional items are posted. Please call (541) 917-7676 to be added to the Interested Proposer's list. For questions of clarifications regarding this RFP, contact Nolan Nelson at 541-791-0130 or by email at [nolan.nelson@cityofalbany.net](mailto:nolan.nelson@cityofalbany.net).

Proposals must be received in a sealed envelope, referencing WC-13-01, Canal Diversion Structures, no later than **3:00 p.m., Thursday, June 30, 2016**, at the Public Works Department (2<sup>nd</sup> floor in City Hall), City of Albany, Attention: Nolan Nelson, P.E. Civil Engineer II, 333 Broadalbin SW, Albany, OR 97321. The outside of the envelope shall plainly identify the project: "WC-13-01, Canal Diversion Structures" along with the name and address of the Proposer. Faxed or electronic (e-mail) submittals will not be accepted. Proposals received after the closing date and time will not be opened or reviewed.

Consultants responding to this RFP do so solely at their own expense, and the City is not responsible for any Consultant expenses associated with the RFP.

The City may reject any RFP not in compliance with all prescribed solicitation procedures and requirements and other applicable law, and may reject any or all RFPs 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 6<sup>th</sup> DAY OF JUNE 2016.

Anne Baker  
Senior Accountant

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