

**Request for Qualifications
For
Various Professional Services**

Schaumburg & Polk, Inc. (SPI) is requesting the submission of qualification statements from interested firms which may lead to the award of one or more sub-consultant contracts to provide the following types of services:

- **Environmental Consulting** – Services include, but are not limited to, the assessment of the biological, ecological, cultural and social impacts of a project site, delineation of jurisdictional water, identification of threatened and endangered species, coordination with multiple Federal agencies, preparation of a Federal Environmental Information Document (EID) for federally funded projects or an Environmental Data Form for State funded projects, and attendance at one public meeting in support of the project.
- **Electrical Engineering** – Services include, but are not limited to, the design and preparation of plans and specifications for electrical systems for various water or wastewater projects such as water wells, generators, pumps stations, and/or treatment facilities.
- **Surveying** – Including, but not limited to, topographical surveys, boundary surveys, preparation of field notes, and preparation of site plans.
- **Geotechnical Engineering/Consulting** – Services include, but are not limited to, general soil sampling, soil borings and pavement/foundation recommendations.
- **CCTV Inspection** – Services include, but are not limited to, cleaning and CCTV inspection of sanitary sewer mains and manholes, preparation of written reports, and preparation and submission of videos.

One or more firms may be selected to provide their respective services for the following projects that are being funded through the Texas Water Development Board by either the Clean Water State Revolving Fund (CWSRF) program for wastewater system improvements projects or the Drinking Water State Revolving Fund (DWSRF) program for water system improvements projects:

- **City of Wills Point, Raw Water Transmission Line, TWDB #63072** – Project includes improvements/replacement of the raw water transmission line from Lake Tawakoni to Wills Point Surface Water Treatment Facility.
- **City of Mineola, TWDB RWA # 21861** – Project includes drilling a new water well, construction of a new ground storage tank, and various water distribution system improvements

Firms wishing to provide any of the above-referenced services shall provide the following information in their Statement of Qualifications:

1. General information about the firm.
 - A. Name, address, and telephone number of the firm.
 - B. History of the firm, year established and former name(s) (if any).
 - C. Type of ownership of firm and name of parent company (if any).
 - D. Type of services the firm is interested in providing.
2. General information about the firm's staff.

- A. List name(s) and title(s) of the person(s) who will be directly responsible for providing services.
- B. The information must also include the following for each of the persons listed: Contact information, years of experience, and any professional licenses or certifications (if any).

3. References.

- A. List of three (3) references for which similar services have been provided.
- B. References must include: Project name and location, specific client contacts with names and phone numbers, brief description of the project, and brief description of the firm's duties.

The following criteria will be used as a basis for the selection of the Engineer:

Criteria	Points
Experience of the firm	40
Experience of staff	40
References	20
Total	100

All contracts are subject to the Environmental Protection Agency's (EPA) Disadvantaged Business Enterprise (DBE) Program, which includes EPA-approved fair share goals toward procurement of Minority and Women-owned Business Enterprise (M/WBE) businesses. EPA rules require that applicants and prime consultants make a good faith effort to award a fair share of contracts, subcontracts, and procurements to M/WBEs through demonstration of the six affirmative steps. For more details on the DBE Program and the current, applicable fair share goals, please visit www.twdb.texas.gov/dbe.

Schaumburg & Polk, Inc. is an affirmative action/equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, handicap or national origin. Small, minority, and women-owned business enterprises are encouraged to submit proposals.

Questions about proposals should be directed to Andrew Wright at awright@spi-eng.com. Proposals for any of the listed services should be submitted in pdf format to Andrew Wright at awright@spi-eng.com. The submittal deadline for submission of proposals is 2:00 pm, Tuesday, November 6, 2025. Any proposal received after this time and date will be rejected and will not be considered by Schaumburg & Polk, Inc.