

**MAYOR**  
Michael R. Jennings  
**CITY RECORDER**  
April Lamberson  
**CITY CLERK**  
Lisa Baines



**ALDERMEN**  
Laura Cromer - Vice Mayor  
Kristie Cantrell  
Howell Roberts  
Stephen Casey  
Caleb Barrett  
Larry Byrd

To: All interested A&E Firms

From: Micheal Jennings, Mayor

Date: April 8, 2024

Below please find a copy of the solicitation for architectural and engineering services being requested by the City of Watertown, TN. The city is seeking to obtain engineering services for Water Systems Improvement projects funded by the State Water Infrastructure Grant Program.

This Project will be fully or partially funded with Federal funds and is subject to the Federal laws and regulations associated with the Coronavirus State and Local Recovery Funds (SLFRF) as part of the American Rescue Plan (ARP) Fiscal/Recovery Fund Grant.

The final contract shall be negotiated between and be mutually acceptable to the parties with the sole discretion of the City. The final cost of the project will be determined following the selection of the firm based upon a detailed scope of work and the final cost should not be exceeded.

The City encourages minority and female owned businesses to submit proposals on all City projects/proposals.

All information, documentation, and other materials submitted in response to this solicitation are considered non-confidential and/or non-proprietary and are subject to public disclosure.

The City reserves the right to make a selection based solely on statements of qualifications received.

The following documents outline required supplementary conditions to be completed and provided by the bidders with your RFQ response:

1. Byrd Anti-Lobbying Amendment Certification
2. Iran Divestment Act Certification
3. Debarment Certification
4. Non-Boycott of Israel Certification

Required and Recommended Federal Contract Provisions- The following document outline the required and recommended provisions that must be included in contracts that are being funded in part or whole with grant funding from the SLFRF.

Thank you for your time and interest. If you have any questions, please feel free to contact the Mayor's office at (615) 237-3326.

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8630 SPARTA PIKE • WATERTOWN, TENNESSEE 37184

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## INVITATION TO SUBMIT STATEMENTS OF QUALIFICATIONS

The City of Watertown, TN is seeking statements of qualifications from A&E firms in the field of Water System Improvements for the services of Preliminary Engineering, Engineering Design, Bid Phase Activities and Construction Inspection Activities. Specifically, the selected firm shall perform planning, design, and construction monitoring for projects funded through the State Water Infrastructure Grant Program.

The Statement of Qualifications should include the following:

- 1) Representative listing of recent projects and clients in subject field.
- 2) Representative listing of grant funded projects filed in the past three years with status noted.
- 3) Availability of staff to do preliminary engineering design immediately.
- 4) Resumes of key personnel expected to be involved in the project.

Interested firms should submit (3) statements to: The Honorable Michael Jennings, Mayor, 8630 Sparta Pike, Watertown, TN 37184, by April 24, 2024