**Date:** 4/7/2020

**To:** Scottsburg Common Council

**From:** RFPQ Committee

As directed by the Common Council for the City of Scottsburg, Indiana (the “Council”), we have acted in our role as members of the RFPQ Committee (the “Committee”) to solicit responses to a Request for Proposals and Qualifications for the wastewater project (the “Project”) through a Build-Operate-Transfer (“BOT”) Process. The Committee followed all notification and RFPQ requirements per Indiana Code 5-23.

The Committee completed a Request for Proposals process and received a total of nine proposals on March 4, 2020. Of the proposals received, six respondents were engineering firms and three respondents were developer/financing firms. The Committee subsequently narrowed the field down to three engineering firms and one construction/financing firm, all of which proposed to move forward with a scoping period at no cost. All firms not shortlisted had proposed substantial fees, which was the primary reason for their elimination. The Committee held a Scoping Period kickoff meeting on March 16th with the shortlisted firms, at which time all engineering firms agreed to deliver their Scoping Period proposal by March 31st. Further, the Committee and the shortlisted construction/financing firm agreed that the construction budgeting and financing proposal would be delivered to the Committee upon the selected engineering firm having completed 60% completed drawings, which is projected to be mid-summer. The Committee will make a separate recommendation for the construction budget and financing at a future public hearing upon receiving this deliverable.

Having received proposals from the three shortlisted engineering firms as of March 31, 2020, we have now concluded the Scoping Period. The Committee has reviewed the proposals, and we are pleased to recommend Midwestern Engineering, Inc, as the engineer for the Project. The Committee makes this recommendation because of their experience in this field, their stellar track record with similar projects, their demonstrated knowledge of the issues our City is facing with IDEM, their aggressive fee proposal, their proposed project budget which will save the City millions of dollars versus previous designs received by the City, and their team’s demonstrated knowledge of State processes associated with the Project. Further, their proposal clearly demonstrated their knowledge and desire to achieve the Council’s necessary outcomes and financial goals. We are including a copy of Midwestern’s proposal with this letter, which fully details their proposed services and fees.

The Committee voted unanimously to recommend to the Council that Midwestern Engineering, Inc., be selected as the engineer for this Project through the Build-Operate-Transfer process. This recommendation should now be considered by the Council at a public hearing authorized under Indiana Code 5-23.

Respectfully Submitted,

Members of the RFPQ Committee