

**Village of Neosho**

**Request for Quote**

**November 6, 2023**

**Due to the Village of Neosho,  
November 30, 2023, 6 pm**

## REQUEST FOR QUALIFICATIONS

The Village of Neosho, Wisconsin, is issuing a Request for Quote (RFQ) from qualified engineer consultants with demonstrated experience in dam engineering services.

Sealed quotes will be received by the Village Clerk's Office for the Village of Neosho, Wisconsin, addressed to Village of Neosho, PO Box 178, Neosho, Wisconsin 53059, until 6:00 p.m. on **Thursday, November 30, 2023**.

**Bids may also be placed in drop box at the Village Hall, 210 S Schuyler Street. No direct, express mailing, UPS or Fedex to 210 S Schuyler Street.**

All quotes must be clearly marked "Village of Neosho Engineering Services". Faxed or emailed submittals will not be accepted.

Responses received after the designated date and time will not be opened or reviewed.

The RFQ can be downloaded from the Village's website or a printed copy can be obtained at the Village Clerk's Office by appointment (210 South Schuyler Street Neosho), 920-625-3086, [neoshovillage@frontier.com](mailto:neoshovillage@frontier.com).

The Village reserves the right to reject any quotes, waive or not to waive any formalities in the qualifications received, and to accept any quote which the Village deems most favorable to the interest of the Village.

If you have any questions, the Village Millpond Dam Committee has appointed Trustee Jennifer Rodriguez to answer any questions. She can be reached at 262-337-2209, or via email at [ellyjen69@yahoo.com](mailto:ellyjen69@yahoo.com)

## **Background**

The Village of Neosho has a population of 574 people.

The Neosho Dam is located on Hwy 67, approximately 1,000 feet long, and 12 feet in height, with a 74-foot long paved concrete spillway, containing a tainter gate. The dam is in need of the required WDNR required inspection.

The Village of Neosho is searching for an engineering consultant to manage the WDNR requirements of the field inspection, submittal of required reports to the WDNR, submittal of WDNR grants, and facilitate of drawdowns of the Neosho Dam.

An inspection, Maintenance & Operation Plan were submitted to the WDNR in March of 2012. The Emergency Action Plan and Dam Failure Analysis are considered incomplete by the WDNR.

In July of 2022, a WDNR inspection with photo log was completed and submitted to the WDNR. The Dam Failure Analysis was not completed. The Emergency Action Plan is in draft status and needs engineer review and submittal.

The July 2022 inspection outlined the following scope of work, with a completion date of September 2025. The deadline for the project and dam failure analysis is January 31<sup>st</sup> for presentation to the Village Board at the February 2024 meeting and grant completion and submittal to the WDNR by February 26, 2024.

### **ANTICIPATED SCOPE OF WORK AND DELIVERABLES.**

- Dam Failure Analysis Completion. The Dam Failure Analysis must be submitted and accepted by the DNR.
- Install temporary dam / dewatering provisions and remove gate.
- Provide nearby temporary containment for blasting and coating; or transport gate to
- Maintenance facility for blasting and coating.
- Sandblast gate and struts, preparing steel surfaces to “near white blast level”.
- Apply zinc primer coat, stripe coat, 2<sup>nd</sup> primer and finish epoxy coat or equivalent.
- Inspect and Repair / Replace gate seals as needed.
- Reinstall gate and check gate alignment.

- Capable of project grant submittal prior to March 1, 2024, and other grants to be determined, as available such as hydro-electric.
- Capable of project completion on or before September 2025.
- Handle communications between Village Board and DNR including submittal of DNR grant.
- The Dam Failure Analysis must be submitted and accepted by the DNR.
- Links to the past inspections follow:  
<https://www.dropbox.com/preview/Neosho%20Dam%20Insp%207-12-22%5B5087%5D.pdf>  
<https://www.dropbox.com/preview/01077%20Insp.%2C%202011%2C%20Sept.%208%5B5260%5D.pdf>

**The following qualifications for engineering consultant:**

- Licensed Professional Engineer (PE) in the State of Wisconsin, with a minimum of 10 years-experience in dam design, maintenance, safety, and construction.
- Experience with dams and dam safety, inspection of existing dams, the deficiencies common to the types of dams in the state, and knowledge of the rules and regulations governing dams in Wisconsin.
- Provide a list of references, relative to dam design projects and/or dam repair projects.
- Technical qualifications, a list of similar projects, references, and other factors related to the project.
- Provide a list of related fees.
- Capability to meet with the Village Board and Dam Committee, in person, to provide a brief presentation if required by the board or committee.
- After selection, the consultant is to provide a written project estimate, acquire permitting, procurement (and aid in the evaluation and selection of the general contractor following the competitive bid process for public construction), provide project management services, provide final inspection services, and related submittals to the Department of Natural Resources (DNR).

## **RFQ SUBMITTAL REQUIREMENTS.**

Sealed Quotes, Two printed copies and one digital copy of the RFQ must be submitted to the Village no later than 6:00 p.m. on November 30, 2023. to be opened on November 30, with Village Board review and possible action on December 7<sup>th</sup>.

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Bids may also be placed in drop box at the Village Hall, 210 S Schuyler Street. No direct, express mailing, UPS or Fedex to 210 S Schuyler Street. The Village does not have full-time employees to receive packages.

RFQs must be addressed to the following:

Village of Neosho

Village Board

PO Box 178

Neosho, WI 53059

Submittals shall include the following information:

- Firm name.
- Phone and email address for contact.
- Names and resumes of Principal-in-Charge. Licensed Professional Engineer (PE) in the State of Wisconsin, with a minimum of 10 years-experience in dam design, maintenance, safety, and construction.
- Experience with dams and dam safety, inspection of existing dams, the deficiencies common to the types of dams in the state, and knowledge of the rules and regulations governing dams in Wisconsin.
- Provide a list of references, relative to dam design projects and/or dam repair projects.
- Technical qualifications, a list of similar projects, references, and other factors related to the proposed project.
- Provide a list of related fees.
- Capability to meet with the Village Board and Dam Committee, in person, to provide a brief presentation if required by the board or committee.
- After selection, the consultant is to provide a written project estimate, acquire permitting, procurement (and aid in the evaluation and selection of the general contractor following the competitive bid process for public construction), provide project management services, provide final inspection services, and related submittals to the Department of Natural Resources (DNR).

Village Board

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