

# **PINE-STRAWBERRY WATER IMPROVEMENT DISTRICT**

## **APPRAISAL OF WATER SYSTEMS**

### **REQUEST FOR QUALIFICATIONS**

#### **PROFESSIONAL SERVICES NEEDED**

The Pine-Strawberry Water Improvement District (PSWID) is seeking a qualified engineering or financial consultant to prepare an appraisal for purchase of the domestic water systems in Pine and Strawberry, Arizona. Interested consultants are invited to respond in writing to:

Michael Greer  
Pine-Strawberry Water Improvement District  
P.O. Box 134  
Pine, AZ 85544  
Telephone: (480) 233-1086  
e-mail: [hatacreekelectric@qwestoffice.net](mailto:hatacreekelectric@qwestoffice.net)

**NOTICE TO ALL CONSULTANTS** seeking to provide professional services for the PSWID projects, be advised that failure to comply with the following criteria **will be grounds for disqualification and will be strictly enforced:**

- Receipt of submittal by the specified cut-off date.
- The number of originals and/or copies of the submittal specified.
- Deposit of submittal in correct location.

Firms interested in the above project should submit **one (1) original plus six (6) copies of their Statement of Qualifications (SOQ) to the above address postmarked by Monday, May 19, 2008. The SOQ shall include the following:**

- 1) An organization chart for the project. Include the office location for each team member and their roles and responsibilities on the project.
- 2) Brief summary of similar projects completed by your firm within the last five years.
- 3) Specific project experience of key team members performed within the last 5-10 years. Include date of project and specific role of team member. Team member should have a significant role on the project listed.
- 4) Resumes of key team members (Limit to two pages each).
- 5) Project understanding and approach.

#### **BACKGROUND**

The Communities of Pine and Strawberry, in Gila County, Arizona, are positioned near the geographical center of the State, and are comprised of two pockets of private land surrounded by U.S. National Forest Service (NFS) lands. The 5000 – 6000 feet elevation provides a four-seasons climate. Year round and part time residents, as well as tourists, enjoy the mountain coolness and forested areas of the Mogollon Rim. As with the other growing areas of rural Arizona, water is caught in the delicate balance between growing demand and limited supply. The communities are currently served by the Pine Water Company and Strawberry Water Company, both of which are owned by Brooke Utilities, LLC. Both companies are public service corporations which fall under the jurisdiction of the Arizona Corporation Commission.

The Pine-Strawberry Water Improvement District was created in 1996 for the purposes of improving the condition and maintenance of the water supply systems within the two communities. The District has focused previous efforts on identifying and adequate and sustainable supply of water for the communities under the concept that the private water companies would then develop the identified resources to

supplement their existing water supply portfolio. The District is now looking to not only provide an adequate supply of water, but to also return to its original mission of improving the condition and maintenance of the systems and provide a higher level of service to customers of the water systems.

## **ISSUES**

The private water companies have not provided adequate maintenance of the domestic water systems, provided the necessary replacements and upgrades to the systems infrastructure, provided a satisfactory level of customer service, and have not made the necessary and badly needed additions to its water supply portfolio. Therefore, the District is pursuing the acquisition of the assets of these systems from the private water companies. The District will not consider a stock purchase of the water companies.

It is possible that neither the District nor the Consultant will have full, if any, access to company records, as-builts, or files. Therefore, the Consultant will likely have to rely upon other sources of information such as ACC Annual Reports, ADEQ compliance reports, limited visual inspections, etc. to complete the appraisal of the systems. Key issues in completing the appraisals will include:

- Determination of the condition and adequacy of the water supply, water pumping and storage, and distribution systems.
- Impact and current status of compliance with ADEQ and ACC regulations and standards.
- Identifying all assets that should be considered as a part of the water utility systems.
- Use of sound engineering and financial judgment in determining the value of the assets.
- Time will be of essence in completing this appraisal.

## **STATEMENT OF QUALIFICATIONS SUBMITTAL REQUIREMENTS**

The Statement of Qualifications shall include a one-page cover letter, plus a maximum of twelve (12) pages (excluding resumes but including an organization chart with key personnel and their affiliation). Resumes for each team member shall be limited to a maximum length of two pages and should be attached as an appendix to the SOQ.

Adherence to the maximum page criterion is critical: each page side with criteria information will be counted. Pages that have photos, charts and/or graphs will be counted towards the required number of pages. Pages are limited to a maximum size of 8 1/2" x 11".

If a company wishes to submit a company brochure, this can be done under separate cover. The brochure will not be used in the selection process and may be retained in the District files.

## **SELECTION CRITERIA**

Consultants will be evaluated based on the following:

- 1) Experience of project team and specific team members in evaluation and appraisal of water systems.
- 2) Proposed methodology and approach.
- 3) Understanding of Project Issues.
- 4) Current workload and ability of project team to start immediately.

## **CONSULTANT SELECTION PROCESS**

The District will review all submitted Statements of Qualifications and will short list three (3) interested consultants, unless otherwise determined by the District, based on the selection criteria presented above. The committee may choose to conduct discussions with the short listed consultants regarding the submitted Statement of Qualifications and the anticipated Scope of Services, or may choose to enter directly into negotiations with the highest qualified. If the District is unable to negotiate a fair and reasonable fee as determined by the District, the District will terminate the negotiations. The District may choose to begin negotiations with the next most qualified consultant from the short list, or may choose to re-initiate the selection process.