

Request for Proposal and Qualifications to manage, operate, and maintain a new drinking water treatment plant and raw water storage pond located in Auburn, Georgia is hereby issued by the Cities of Auburn. The detailed RFQ is available from Hussey, Gay, Bell by contacting James Aton, PE, at jaton@husseygaybell.com or 404-234-7412. Statement of Qualification and Proposal are due on February 9, 2024 (02-09-2024). Mandatory Pre-Proposal Conference (4 hours) is scheduled for January 31, 2024 (1-31-2024) at City of Auburn Public Works at 9:30 am. City of Auburn reserves the right to reject any and all bids.

SHORT SCHEDULE

RWSP Pipeline Contract Bid Schedule and Calendar

date	day	Auburn	Event	days
4-Jan-24	Thursday	Council Meeting		
5-Jan-24	Friday			
6-Jan-24	Saturday			
7-Jan-24	Sunday			
8-Jan-24	Monday			
9-Jan-24	Tuesday		Ad Georgia Procurement Site	1
10-Jan-24	Wednesday			2
11-Jan-24	Thursday			3
12-Jan-24	Friday		Ad due by Noon	4
13-Jan-24	Saturday			5
14-Jan-24	Sunday			6
15-Jan-24	Monday			7
16-Jan-24	Tuesday			8
17-Jan-24	Wednesday		1st Advertise for Bids	9
18-Jan-24	Thursday	Workshop		10
19-Jan-24	Friday			11
20-Jan-24	Saturday			12
21-Jan-24	Sunday			13
22-Jan-24	Monday			14
23-Jan-24	Tuesday			15
24-Jan-24	Wednesday		2nd Advertise for Bids	16
25-Jan-24	Thursday			17
26-Jan-24	Friday			18
27-Jan-24	Saturday			19
28-Jan-24	Sunday			20
29-Jan-24	Monday			21
30-Jan-24	Tuesday			22
31-Jan-24	Wednesday		Mandatory Pre Bid Confer.	23
1-Feb-24	Thursday	Council Meeting		24
2-Feb-24	Friday			25
3-Feb-24	Saturday			26
4-Feb-24	Sunday			27
5-Feb-24	Monday			28
6-Feb-24	Tuesday			29
7-Feb-24	Wednesday		SOQ & \$ Proposal Due	30
8-Feb-24	Thursday		Review Proposals	31
9-Feb-24	Friday		Review Proposals	32
10-Feb-24	Saturday			33
11-Feb-24	Sunday			34
12-Feb-24	Monday		Review Proposals	35
13-Feb-24	Tuesday		Review Proposals	36
14-Feb-24	Wednesday		Interviews	37
15-Feb-24	Thursday	Workshop	Present Bid Tab & Recommend Award	38
16-Feb-24	Friday		Interviews	39

SHORT SCHEDULE

17-Feb-24	Saturday			40
18-Feb-24	Sunday			41
19-Feb-24	Monday		Interviews	42
20-Feb-24	Tuesday		Interviews	43
21-Feb-24	Wednesday			44
22-Feb-24	Thursday			45
23-Feb-24	Friday			46
24-Feb-24	Saturday			47
25-Feb-24	Sunday			48
26-Feb-24	Monday			49
27-Feb-24	Tuesday			50
28-Feb-24	Wednesday		Selection Report	51
29-Feb-24	Thursday			52
1-Mar-24	Friday			53
2-Mar-24	Saturday			54
3-Mar-24	Sunday			55
4-Mar-24	Monday			56
5-Mar-24	Tuesday			57
6-Mar-24	Wednesday			58
7-Mar-24	Thursday	Council Meeting	Award Contract	59
8-Mar-24	Friday		Notice of Award Auburn	60
9-Mar-24	Saturday			61
10-Mar-24	Sunday			62
11-Mar-24	Monday		Operator Reports to DWTP	63
12-Mar-24	Tuesday			
13-Mar-24	Wednesday			
14-Mar-24	Thursday			
15-Mar-24	Friday			
16-Mar-24	Saturday			
17-Mar-24	Sunday			
18-Mar-24	Monday			
19-Mar-24	Tuesday			
20-Mar-24	Wednesday			
21-Mar-24	Thursday	Work Shop		
22-Mar-24	Friday			
23-Mar-24	Saturday			
24-Mar-24	Sunday			11
25-Mar-24	Monday			12
26-Mar-24	Tuesday			13
27-Mar-24	Wednesday			14
28-Mar-24	Thursday			15
29-Mar-24	Friday			16
30-Mar-24	Saturday			17
31-Mar-24	Sunday			18
1-Apr-24	Monday			19
2-Apr-24	Tuesday			20

SUN	MON	TUE	WED	THU	FRI	SAT
31 New Year's Eve	Jan 1 New Year's Day	2	3	4	5	6
7	8	9	10	11	12	13
14	15 Martin Luther King I	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	Feb 1	2	3

AWARD CONTRACT
CC Business

11:30 Roads
Invis

NEWS PAPER AD
DUE

9AM PUMP TEST
9AM PUMP TEST

1st City N.P. Ad.

cc work stop

2nd City N.P. Ad.

Groundhog Day

MANDATORY
PRE BID
CONFERENCE
CC Business

SUN	MON	TUE	WED	THU	FRI	SAT
28	29	30	31	Feb 1	2	3
			MANDATORY PRE BIP CONFERENCE	cc Business	Groundhog Day	
4	5	6	7	8	9	10
			509 & \$PROP. DUE DATE			
11	12	13	14	15	16	17
			Valentine's Day	PRESENT BID TAB. & RECOMM. AWARD cc workshop	INTERVIEW	
18	19	20	21	22	23	24
	Presidents' Day		INTERVIEW			
25	26	27	28	29	Mar 1	2
	INTERVIEW	INTERVIEW	SELECTION REPORT			

SUN	MON	TUE	WED	THU	FRI	SAT
25	26	27	28	29	Mar 1	2
3	4	5	6	7 AWARD OTS CONTRACT CC Business	8	9
10	11	12	13	14	15	16
17 St. Patrick's Day	18	19	20	21	22	23
24	25	26	27	28 CC work shop	29	30
31 Easter Day	Apr 1	2	3	4	5	6

Request for Qualifications and Cost Proposal

Full Contract Management, Operations, and Maintenance Program for Auburn Drinking Water Treatment Facility and the Joint Auburn-Winder Raw Water Storage Pond Facilities.

I. Requested Scope of Services

The City of Auburn, Georgia is in Barrow County, with an approximate population of 8,865 (census 2022), and one of the fastest growing areas in Georgia.

Auburn proposes to use a public-private partnership with a private company to provide operations of its Drinking Water Treatment Facility (DWTF) and Raw Water Storage Pond (RWSP). The RWSP is owned by Auburn but is a joint water storage project with City of Winder. The partnership will provide Auburn with day-to-day operations and maintenance of DWTF. The partnership will provide Auburn with the day-to-day operation and maintenance of the RWSP. Auburn operates its own water distribution system and elevated storage tanks. Winder operates its own water treatment plant, distribution system and drinking water storage tanks.

With the issuance of this Request for Qualifications, Auburn is exploring the options of entering a new partnership with a professional service firm (firms) to deliver daily, high quality, timely and cost-effective operations and maintenance services. An important consideration for Auburn is the experience of potential partner firms in delivering these same services to other similar communities and the ability of the firm or firms to bring new ideas that add value and increase efficiencies.

The objective of this full-service contract operations project is to effectively and efficiently operate, maintain, and manage the City's water supply infrastructure and to provide high quality services to the residents of the community while seeking to improve the assets' useful life cycles and consider innovations to lower the capital and operating costs of any and all aspects of operations.

The selected firm shall operate in full compliance with all requirements of applicable federal, state, and local laws, regulations, standards, permitting requirements, Executive Orders, and future amendments thereto.

Full-service contract operations require that the firm employ licensed water plant operators, all operations and maintenance staff and pay all chemical and general utilities, and other ancillary item, with the firm fully responsible for all aspects of department services including but not limited to facility management, operation, maintenance, and Georgia Environmental Protection Division (GaEPD permit

compliance. The selected firm will be responsible for managing and reporting on various reimbursement accounts. The City will provide and own the facilities, laboratory, and equipment to be used by the firm or firms to provide the identified services.

Auburn seeks Statements of Qualification (SOQs) from firms capable of providing the following scope of services. The proposed scope of work includes full-service management, permit compliance and contract operations and maintenance (O&M) of the following facilities and departments:

Drinking Water Treatment Facility

The service area of the City of Auburn Water System is more than 6.8 square miles and includes 3,755 water customers. The Auburn currently purchases between 500,000 and 600,000 gallons of water per day from Barrow County. This water purchase will be reduced to 50,000 gallons per day when the proposed DWTF goes in service. Auburn and its service area are growing rapidly.

Auburn is currently building a "greenfield" state of the art drinking water treatment facility with 1.59 MGD of capacity in a 22-hour operating day. The DWTF will process water from the RWSP. The process train consists of 1.1-billion-gallon RWSP, two raw water pumping stations, 6,000 feet of raw water main, rapid mixer, two flocculation tanks, two 25-micron disk filters, two ultrafiltration membrane filters, one disinfection tank, and one finished water pumping station. All this infrastructure is being built to EPD and 10 State Standards.

The DWTF is connected to the drinking water distribution piping network by one 12-inch and one 6-inch water mains. The distribution system has 1 pump station, 2 elevated storage tanks, one 700,000 gallons and one 300,000 gallons. The water mains and the elevated storage tanks are operated by Auburn and will remain the city's operating responsibility.

Backup Drinking Water Supply

In addition, Auburn has agreements in place to purchase water from other jurisdictions, should the need arise. The backup connections include Gwinnett County, Barrow County, and the City of Winder.

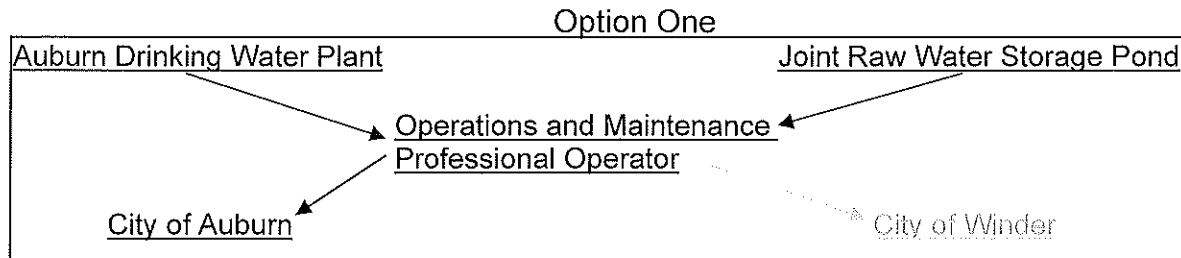
Raw Water Storage

Northeastern Georgia including Auburn is blessed with a generous annual rainfall. Most of the rainwater falls in the wet winter months, leaving a long dry summer season. As a result, Auburn, in a joint project with Winder purchased a 1.1-billion-gallon raw water storage pond (RWSP). Auburn owns 34% and Winder owns 66% of the storage volume. The pond is filled with raw water pumped from the Mulberry and Little Mulberry Rivers and gravity feed from Rock Creek. The RWSP is a converted and exhausted granite rock quarry. The operation and maintenance of this RWSP and its ancillary facilities will be under the same contract as the Auburn DWTF. The proposed operator may have contracts with both City.

The RWSP facility consist of two intakes from Rock Creek, one small pumping station, one large transfer pumping station, one large low water pumping station, one chemical feed building, 8,500 feet of force main, one 1.1-billion-gallon storage pond (old quarry) and ancillary facilities.

Possible Contractual Arrangements

Below is a potential contractual organization charts for this contract.



The scope of work for the contemplated project includes full-service contract for the provision of O&M services for the Drinking Water Treatment Facility, O&M services for the Raw Water Storage Pond, raw water pumping stations, chemical feed building, raw water force mains and various other functions as requested for an initial period of five (5) years with option to extend the contract for up to five additional one-year terms.

II. General Submittal Instructions

Point of Contact

The point of contact with City regarding this Request for Qualifications is:

- City of Auburn, Consulting Engineer, James Aton, PE, with Hussey Gay Bell, jaton@husseygaybell.com, 404-234-7412.

Contact with elected officials or staff members related to this procurement, other than the named individual above, is strictly prohibited and will be cause for disqualification from the selection process.

Questions

Please submit all questions, requests for clarification, et cetera, in writing to James Aton prior to the deadline noted later in this solicitation. All questions, clarifications, and requests, together with answers, if any, will be provided via the posting of one or more addenda on City’s websites. The City reserves the right to respond or not respond to any questions, clarifications, or requests.

Mandatory Pre-Bid Meeting and Site Visit

In order to submit a SOQ for consideration by the City, firms must send one or more representatives to attend a Mandatory Pre-Bid Meeting on Wednesday 1/31/2024 to be held at Auburn’s Public Works Building at 1411 Sunbelt Way, Auburn Georgia, 30011 at 9:30 AM local time. Immediately following the Pre-Bid Meeting, attendees must attend the mandatory facility walk throughs at the water plant and the raw storage pond site. Attendees must also attend a mandatory safety meeting and have hard toed shoes, hard hats, yellow or orange safety vests, safety glasses and sign a limit of liability agreement with Martin Marrietta Materials Corporation.

This mandatory meeting may take up to 4 hours.

Submittals

Statements of Qualifications (SOQs) and Cost Proposal must be received by February 9, 2024 at 3 p.m. local time, SOQs received after this deadline will not be considered. Proposers should be aware that Railroad Trains block access north of Highway 8, Winder Highway from time to time. Three (3) copies of the SOQ shall be mailed, or hand delivered to the attention of James Aton, Project Engineer, at the following address:

City of Auburn, Public Works, 1411 Sunbelt Way, Auburn, GA 30011

The outside of the envelope must be clearly marked "STATEMENT OF QUALIFICATIONS—CONTRACT MANAGEMENT, OPERATIONS AND MAINTENANCE PROGRAM and date of submittal. No other distribution of SOQs will be allowed by the proposers.

City's Decisions

Firms submitting qualification statements in response to the City's request do so at their own risk and the City is under no obligation to make an award based upon this request. All costs of submittal and responding to requests related to this solicitation are solely at the cost of the proposing firm and the City are under no obligation to any firm. The City reserves the right to negotiate with one or more firms who complete the requirements of this solicitation. The City reserves the right to reject any or all submitted proposals.

III. Required Information

This section establishes standards of experience and financial capability that the City of Auburn requires for a firm to be considered qualified. The City, at its sole discretion, will decide if a firm meets the standards.

The City prefers that respondents respond with qualifications to provide drinking water services. However, City reserves the right to make one or more awards under this solicitation to any single firm or multiple firms that it deems to be in their best interest.

Respondent must:

Have been in the business of providing full contract operation for operation, maintenance, and management (O&M) of the services identified in Section I for at least ten (10) years to municipal clients in Georgia. Preference will be given to firms with longer successful track records. Full contract operations means, at a minimum, providing all labor and management and paying operations and maintenance expenses. Full contract operations do not include consulting contracts, management contracts, or contracts for the management of only a portion of the system (i.e. maintenance, meter reading, staffing assistance, etc.).

- Demonstrate experience in providing the services identified in Section I for municipalities similar in nature to the City of Auburn.
- Demonstrate adequate resources available to support the project.
- Provide relevant experience of key personnel.
- Have established systems and procedures for quality control, quality assurance, safety, maintenance, regulatory compliance, and cost control.

Additionally, interested firms must respond to each of the following requests/questions in a clear and comprehensive manner.

Identify when the firm was organized, and if corporation, where incorporated and how many years engaged in providing full-service contract operations. Provide a comprehensive description of firm's corporate ownership history. Fully identify and explain any changes in corporate ownership and/or operating name. Describe parent company relationship and history of parent company.

Provide three (3) project references.

The above-described reference list shall include only full-service contract operations contracts in the United States. Full-Service Contract Operations is defined as where the firm employs all O&M staff, pays all associated costs to perform O&M services (i.e.: chemicals, laboratory services, etc.), and is fully responsible for all aspects of departmental management, operations, maintenance, and regulatory compliance.

The contractor shall only include listings of reference projects that are facilities that are owned by local governments, local authorities, municipalities or US Department of Defense facilities. Facilities outside of the United States, or not under the jurisdiction of the United States Environmental Protection Agency may not be listed.

Responding firms are requested to adhere to the following format for their submissions. All documents shall use 12 point size font:

- Letter of Transmittal – No more than two pages on the firm's letterhead from the local office of the firm that will be the responsible office for the provision of services with the office address and mailing address if different than the physical address. Include the legal name of the entity that would enter the potential contract with Auburn including the entity's tax identification number. Provide the contact information for the person that Auburn should correspond with regarding this potential contract.
- Firm Overview – No more than two pages providing a general description of the firm. Specifically describe the firm's presence in the southern region of the USA, if any, in terms of number of employees and types of services provided from the local office(s). Include the gross revenue for the last five (fiscal) years for the firm. Clearly state whether the firm and/or its key personnel have provided similar services to similar City. Provide the number of cities or counties where the firm is providing outsourced operations currently or previously in Georgia.
- Experience – Provide relevant project descriptions for no more than five similar projects where the firm and/or its key personnel have provided operational services in partnership with a City or county in the USA. Each project description is limited to a maximum of one page. Give the beginning and ending dates of service and describe the firm's and/or key individuals' relationship with the local government, such as – Prime Contractor, Subcontractor, employee, et cetera.
- Key Personnel – Provide the names and anticipated roles of any key personnel anticipated to be assigned for significant involvement in providing services to Auburn assuming a start date sometime in the first quarter of 2024. Indicate whether the individuals participated in any of the projects listed in the Experience section and what their role was/is and their period of service on the project. Please provide a maximum of a two-page resume for the person expected to serve in the role of Project Manager. Provide summary resumes of any other key staff listed. Provide no more than a total of three pages of key staff summary resumes. A one-page organizational chart is

allowable to submit but is not required and is not included in the page count.

- Approach to Transition – Please provide an overview of no more than two pages of your approach to transitioning existing employees to ensure a successful and smooth transition of services to your firm. Please assume a ninety (90) day transition period for such activities.
- General Approach to Providing Services – in no more than five pages provide a high-level overview of how you would service Auburn.
- Cost Proposal - Cost proposal for operations of the Drinking Water Treatment Plant and the Raw Water Storage Pond to supply 500,000 to 800,000 gallons per day of drinking water. The cost proposal shall include all operating costs except for the cost of electricity including personnel, benefits, insurance, chemicals, and equipment rentals. The water treatment plant capacity is 602 gpm for one process train and 1204 gpm for two process trains operating. The permitted capacity of the DWTP is 1.59 MGD while operating in a 22-hour operating day. The two additional hours per day are for maintenance or emergency response.
- References – Provide a minimum of three references for the projects listed for Experience. Provide the reference's name, title, organization, telephone number and email address. Confirm that the information is current. Alternatively, it is acceptable to submit letters of reference or a combination of letters of reference and reference contact information.
- Health and Safety Approach – Provide no more than a two-page overview of your firm's approach to Health and Safety. On additional pages as necessary describe any incidents on the firm's projects during the last five years classified as serious OSHA citations. Also, please provide your firm's current Total Case Incident Reporting (TCIR) rate. Part of this project may be on land under a crushed aggregate granite surface mine permit and therefore require MSHA compliance. Provide no more than a one-page overview of how your firm would comply with MSHA requirements. Identify any experience with projects located on active mines.

IV. Evaluation and Selection Process

The City's intent is to investigate the possibility of partnering with a firm experienced in providing contracted day-to-day management, operations, and maintenance services to similar cities. A selection committee will evaluate submittals and shortlist one or more firms for further consideration. However, the City reserve the right to terminate this process at any time, and no guarantee is expressed or implied that obligates the City to contract for the services contemplated herein.

After the SOQs have been received, they will be evaluated by an appointed selection committee. Said selection committee, using their sole discretion and judgment, will shortlist one or more firms for further consideration. It is anticipated that a weighted scoring criterion will be developed utilizing the topics and information requested in Section III, Required Information.

It is understood that the information contained in this SOQ and the experience and innovative approaches demonstrated therein shall be the general basis for selection of a firm to provide these professional services. The City expects to select the most qualified firm or firms based on qualifications, abilities, experience, technical expertise, financial strength, corporate resources

and depth, and innovative approaches.

The City will begin negotiations with the selected highest scoring firm. Should the negotiations fail to result in a timely executed agreement, the City may elect to terminate negotiations with the first ranked firm and begin negotiations with another firm or cancel the process.

V. Sample Contract.

The Contractor shall include a contract containing, at a minimum, provisions as follows:

Provisions of liability for the payment of fines and/or civil penalties levied against the Contractor and/or the City of Auburn by any regulatory agency having jurisdiction, as a result of failure to comply with the terms and conditions of any duly authorized permit, court order, administrative order, law, statute, ordinance, etc. for reasons resulting from the Contractor's negligence during the period of the contract.

Provisions for compliance with the Permit, specifically noting effluent quality and monitoring/reporting requirements and a process control system which furnishes complete and accurate records. System should be capable of readily providing historical data and trends.

Provisions of indemnification and hold harmless of the City of Auburn and its agents, officers, assigns, employees, etc. from any loss or liability for claims, damages, lawsuits for reasons resulting from the Contractor's negligence during the period of the contract.

Provision for a five (5) year term with an optional (1 to 5) year extension along with a contract termination clause if the level of performance is unsatisfactory.

Provisions of comprehensive liability insurance policies naming the City of Auburn as additional insured for bodily injury and/or property damage in an amount of not less than Five Million Dollars (\$5,000,000) and One Million Dollars (\$1,000,000) of Professional Liability; a certificate of such insurance shall be submitted to the City of Auburn on signing of the O&M contract.

Provision of a fixed dollar value for Repair and Replacement such that the Contractor's obligations will be explicit as to maintenance of the City's equipment and facilities. Such Repair and Replacement limit will not include Contractor's onsite labor. A specific method of decision making concerning the use of funds for repair and replacement should be outlined.

Provision that the Contractor shall be responsible for maintaining all manufacturers' warranties on new equipment purchased by the City and assist the City in enforcing existing equipment warranties and guarantees.

Provision that the Contractor shall provide a sufficient number of certified qualified personnel, including management, administrative, operational, technical, laboratory, and clerical, who meet relevant State of Georgia requirements and certifications regarding the provision of operations and maintenance, and are capable and demonstrate experience necessary to operate and maintain the infrastructure.

Provision that the Contractor shall provide training for personnel in areas of operation, maintenance, safety, supervisory skills, laboratory, energy management, etc. A proper safety program must be implemented, and all portions of that program shall be adhered to.

Provision that the Contractor shall provide the City with a full accounting of all expenditures at

intervals and in enough detail as may be determined by the City and assist the City in preparation of annual operating budgets.

Provision that the Contractor shall provide the City with full documentation that preventive maintenance is being performed on all City-owned equipment in accordance with manufacturers' recommendations at intervals and in enough detail as may be determined by the City. Such a maintenance program must include documentation of corrective and preventive maintenance and a spare parts inventory.

Provision that within the first ninety (90) days, the firm shall provide the City with a listing of any recommended capital improvements the Contractor believes will be required for any of the facilities covered under the contract. The Contractor will not be relieved of its responsibilities to perform if the recommendations are not implemented.

Provision for the Contractor to provide computerized maintenance, process control, and laboratory management systems.

Provision that the Contractor shall finance capital improvement projects that have been requested and/or authorized by the City, subject to mutually agreeable terms and conditions of repayment.

VI. Schedule of Events

Each Contractor must submit three (3) copies of a complete SOQ and Cost Proposal no later than 3:00 p.m. on February 7, 2024, addressed to:

Attention: James Aton, Project Engineer
City of Auburn
Public Works
1411 Sunbelt Way
Auburn, GA 30011

The City shall review all SOQs and develop a shortlist of the most qualified Contractor for further consideration. This selection shall be made based on the selection criteria and the City's sole judgment and discretion. Key milestones are listed below:

RFQ Publication Date	_____	1-4-24.
Mandatory Pre-Proposal Conference	_____	1-31-24
Questions Must be Submitted by	_____	2-2-24.
Response to respondents' questions	_____	2-5-24.
SOQ & Cost Proposal due date	_____	2-9-24.
Interviews week of	_____	2-14-24 to 2-20-24
Anticipated Notice of Award	_____	3-8-24
Negotiations	_____	2-21-24 to 2-28-24
Anticipated Transition Period	_____	None
Anticipated Contractual Start Date	_____	3-11-24.

Parties interested in this request should conduct their own research to answer their general questions about Auburn. Any communication regarding this RFQ must be submitted in writing to the designated contact identified in Section I. If it is determined that clarification needs to be provided it will be provided by posting additional information under the advertisement on the City's website. Interested parties are encouraged to check the City website daily during the week prior to the deadline.

Respondents are cautioned that the submittal costs are to be borne solely by the entity preparing the response and Auburn is under no obligation to those that make a submission in response to this request. Auburn is unable to make any binding commitment regarding this request until the Mayor and City Council take an official action.

In addition to the data and documentation being submitted by the firm in response to this request, the City reserves the right to make an onsite inspection and evaluation of any facility at which contract operations services are currently being performed by the firm. If the City chooses to exercise this right, the firm shall provide a representative, with or without notice, to accompany the Mayor or their delegated representatives on any onsite inspection. The inspection is not limited to only one facility. All costs for transportation and subsistence to inspect any facilities incurred by City personnel shall be borne by the City.

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