

Legal Notice  
Village of Hancock, Delaware County, NY  
Request for Qualifications - Engineering Services  
Village of Hancock Critical Sewer Improvements - Phase 3

The Village of Hancock is requesting Qualification Statements for post approval Engineering Services for an Office of Community Renewal (OCR) Small Cities CDBG project that the Village will request via a Consolidated Funding Application that the Village anticipates to submit in July 2025. If approved, this project would likely proceed with CFA 2025 announcements in December 2025. Responses to this request will be accepted until 2:00 P.M., April 10, 2025 at the Office of the Village Clerk, Village Hall, 85 East Front Street, Hancock, New York 13783. Mark on the outside of the envelope, "Response to Engineering Services Request for Qualifications – Village of Hancock Critical Sewer Improvements - Phase 3". Respondents are required to submit one (1) original and six (6) copies of their proposal.

Phase 3 of Village of Hancock Critical Sewer Improvements will upgrade and rehabilitate segments of the Village Waste Water Treatment Plant system. The Phase 3 project is anticipated to include replacement and rehabilitation of critical equipment and at the waste water treatment plant. This work is anticipated to include but not be limited to replacing motor control centers and electrical and control systems, building rehabilitation, and pumping station reconstructions. The work is critical to ensuring compliance with SPDES permit requirements. The project budget is expected not to exceed \$1,500,000 including construction, engineering and administrative costs.

The Village is seeking engineering services to include design, preparation of bid specifications, and assistance with bidding, construction administration, inspection services and as-built drawings.

Qualification statements will be evaluated based upon the following criteria and point values:

- successful provision of engineering services to previous similar projects in the last five years that demonstrate relevant experience	40 points
- capacity to provide key personnel and proposed staffing plan	20 points
- ability to conform to a December 15, 2027 deadline for completion	20 points
- respondent's understanding of the scope including detailed work plan to complete design services	20 points
<b>Total</b>	<b>100 points</b>

The Village of Hancock reserves the right to reject any and all proposals submitted. All costs related to preparation of the proposal response shall be borne by the proposer. Minority and women business enterprises (MBE and WBE) and Section 3 business concerns are encouraged to respond.

Phyllis Falsetta, Village Clerk  
Village of Hancock  
March 19, 2025