**TOWN OF LINCOLN, MADISON COUNTY, NEW YORK**

**REQUEST FOR QUALIFICATIONS – ENGINEERING CONSULTANT SERVICES FOR WATER SYSTEM IMPROVEMENTS PROJECT**

**JUNE 20, 2025**

**PROJECT OVERVIEW**

The Town of Lincoln is seeking Statement of Qualifications from qualified engineering firms to provide professional services including project development assistance, design, bidding assistance and construction administration and construction observation for the Water District No. 1 project. The Town of Lincoln Board will review and evaluate the proposals to select a single engineering firm.

The Town of Lincoln is requesting a Statement of Qualification (SOQ) for engineering services for the completion of the project in accordance with the engineering report prepared by Barton & Loguidice, D.P.C. titled “Town of Lincoln Water District No. 1” dated April 2024. Qualified Minority and Women Owned Businesses are encouraged to submit a proposal.

All project design, bidding, construction administration, and inspection/closeout activities associated with the project must be performed in accordance with NYSEFC requirements and regulations. Any final engineering agreement must have the current copy of the NYS EFC terms and conditions attached as a supplement to the agreement. The NYS EFC qualifications-based procurement standards for the Procurement of Architectural, Engineering, and Surveying (A/E) Services shall apply.

Questions regarding this solicitation may be directed to the Town of Lincoln Town Supervisor Melissa During: 6886 Tuttle Road, Canastota, NY 13032; (315) 697-8837 or by email at [lincolnnysupervisor@gmail.com](mailto:lincolnnysupervisor@gmail.com)

STATEMENT OF QUALIFICATION (SOQ):

The SOQ response shall include the following:

1. Describe your firm's experience and qualifications in providing design and construction phase engineering services for projects similar to the Town of Lincoln.
2. Identify the project team members you propose and describe their experience on similar projects.
3. Confirmation that the proposer is a professional engineer licensed to work in the State of New York.
4. Provide a list of successfully finished NYS EFC DWSRF funded projects completed over the last four-year period.
5. A detailed scope of services will be negotiated with the selected consultant after selection. No scope of services is requested at this time, but interested consultants should demonstrate ability to complete proposed project and required services.

**Please provide a copy of your qualifications and related materials via electronic or hard copy by JULY 18, 2025 at 2:00 p.m. Proposals may be transmitted electronically in a PDF format.** Utilizing a qualifications-based process, the Town of Lincoln Board will select one consulting engineering firm to design, bid, administer and close-out the project. Proposals will be received from all firms which wish to be considered for this project.

**Please mark your response “REQUEST FOR ENGINEERING – Water System Improvements Project” and send or mail your response to:**

Melissa During, Town Supervisor

Town of Lincoln

6886 Tuttle Road,

Canastota, NY 13433

Phone: (315) 697-8837

Email: [lincolnnysupervisor@gmail.com](mailto:lincolnnysupervisor@gmail.com)