



RESOURCE MANAGEMENT AGENCY  
DEPARTMENT OF ENGINEERING  
KEN VANG PE, COUNTY ENGINEER

2037 W. Cleveland Avenue  
Madera, CA 93637-8720  
(559) 675-7817  
FAX (559) 675-7639  
Kheng.vang@madera-county.com

## Request for Letters of Interest Project Number 12-017

The Madera County Engineering Department (County) announces a request for Letters of Interest from organizations (Contractors) that can operate and maintain the County's water and/or wastewater system(s) and to provide safe, reliable, and cost effective utility services. The County has a total 34 districts/service areas with water and/or wastewater systems. There is approximately 6,000 service connections. The system information, current rate charges and depreciated system valuation are summarized on Exhibit 1. The 2012-2013 Proposed Budget for Special Districts are included in Exhibit 2.

The County has a number of obligations and goals it wants to achieve or exceed as a result of this process. These obligations and goals include:

- Provide efficient and cost effective sewer and water services;
- Minimize impacts on community and environment;
- Meet or exceed the California Department of Public Health water quality standards;
- Maximize the opportunities for energy efficiencies and water conservation;
- Utilize competition to insure that services are market driven;
- The utility services shall comply with all applicable federal, state, and local laws and regulations including those requirements relating to health, fire, safety and the environment.

Letter of Interest should include the following:

- Name of applicant/organization
- Brief description of the organization and its qualifications
- Brief description of services to be provided

All questions related to this LOI process or procedures must be submitted, in writing, to Ken Vang, County Engineer. Include the project number with each question. Send all questions by fax or e-mail by **Tuesday, Month Date, 2012 at 4:00 p.m. Pacific Daylight Time (PDT)** to:

Ken Vang, County Engineer  
Madera County - Department of Engineering  
Phone: (559) 675-7817  
Fax: (559) 675-7639  
E-mail: [kheng.vang@madera-county.com](mailto:kheng.vang@madera-county.com)

Contractors must clearly understand that the only official answer or position of the County will be the one stated in writing. Questions seeking clarification or interpretation of the LOI must be made in writing to the contact persons listed above not less than fourteen (14) calendar days before the LOI due date. No inquiry received within fourteen (14) days of the due date will be considered. The question asked, along with any written response made thereto by the County, will be distributed as an amendment to the LOI to all persons registered with the County as

having requested a copy of such amendment. However, the County is not obligated to respond to any question asked, and the County's failure to respond to any such question will not relieve a Proposer of any obligations or conditions imposed by this LOI. Written response to the questions will be issued as an amendment no later than seven (7) calendar days before the Proposal due date.

LOI should be no longer than two pages. Letters must reach our office by **3:00 pm (PDT) on Tuesday, Month Date, 2012**. Email submissions are acceptable and will receive electronic confirmation upon receipt.

Please address LOI to:

Project Number 12-017  
Ken Vang, County Engineer  
Madera County - Department of Engineering  
2037 West Cleveland Ave  
Madera, CA 93637

The following timetable should be used as a working guide for planning purposes. The County reserves the right to adjust this timetable as required during the course of the LOI process.

<u>LOI Events</u>	<u>Date</u>
Request for LOI Issued	Month Date, 2012
Deadline for Written Questions	Month Date, 2012
Amendment(s) Issued	Month Date, 2012
LOI Due Date	Month Date, 2012

The County intends to issue a Request for Qualifications (RFQ) in **Month** 2013, should there be any LOI's received. As part of the RFQ the County intends to enter into negotiations with the most qualified Contractor(s).

County accepts no liability under any circumstances for any costs or expenses incurred by Contractors in acquiring, clarifying, or responding to any condition, request, or standard contained in this LOI. Each Contractor that participates in this LOI process does so at its own expense and risk and agrees that costs for developing any responses to the LOI shall be the sole responsibility and shall be incurred at the sole risk of the Contractor, whether or not any award results from this solicitation. County will not be responsible for any such costs or expenses incurred by Contractors under any circumstances.

Exhibit 1  
System Information Summary

DRAFT

Exhibit 2  
2012-2013 Proposed Budget for Special Districts

DRAFT