

**CITY OF AUBURN HILLS
OAKLAND COUNTY, MICHIGAN**

REQUEST FOR QUALIFICATIONS

ITEM:	Oakland Heights Development (OHD) Landfill Oversight of Groundwater Monitoring Program
DEADLINE:	Friday, January 16, 2009 – 12:00 p.m., local time
SUBMIT TO:	Shawn Keenan Water Resources Coordinator City of Auburn Hills 1827 N. Squirrel Road Auburn Hills, MI 48326 248-364-6926

Provide five (5) copies of the proposal. The City reserves the right to reject any and all proposals. The top qualified firm(s) may be invited to interview. If an interview is held, persons attending the interview must be the personnel who will be assigned to the project.

Qualification Requirements.

The City of Auburn Hills is looking for a firm which has demonstrated experience or expertise in:

- Landfill groundwater monitoring program oversight.
- Reviewing quarterly monitoring reports provided by landfill representatives, communicating with landfill representatives, and preparing technical reports for each monitoring event.
- Communication with MDEQ staff, municipal staff, municipal officials, and the general public.

Scope of Work.

The Host Agreement between the City of Auburn Hills and OHD Landfill has a provision that allows for third-party oversight of the quarterly groundwater monitoring program (groundwater, surface water, leachate, and secondary collection system).

In general, the selected candidate will provide the following services:

- Oversight of field activities associated with the monitoring program.
- Review and evaluate the monitoring reports prepared by OHD's representatives.
- Provide reports which identify notable observations made during the field activities and present conclusions and recommendations.
- Review and report on various Notices and Demonstrations, as required by Part 115 of Public Act 451.
- Present quarterly reports and findings to the Auburn Hills City Council, via assigned staff.

Selection Criteria.

Submittals of qualifications will be evaluated to determine the firm most qualified to complete the project based on qualifications and experience, including:

- Demonstrated understanding of the scope of work project.
- Staffing with strong team experience, including a history of successful working relationships with municipalities and MDEQ.
- Experience with landfill monitoring projects.
- Ability to gather and evaluate data and effectively communicate results to lay persons.
- Unique value the firm or team can provide.
- References

No Reimbursement for Proposal Costs.

The City does not intend to pay for any information solicited or obtained. Further, the City will not be liable for any costs incurred in proposal preparation, presentation, or contract negotiations.