



**PUBLIC NOTICE**  
**OF**  
**LOWER MINNESOTA RIVER WATERSHED DISTRICT**  
**STATEMENT OF QUALIFICATIONS:**  
**For Inclusion in Engineering Pool**

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**FROM ENGINEERING FIRMS INTERESTED IN BEING INCLUDED IN A POOL**

Pursuant to MSA 103B.227, Subdivision 5, the Lower Minnesota River Watershed District (LMRWD) is soliciting Statements of Qualifications (SOQ) from firms interested in in being included in a pool of firms that will be called on to provide services for specific types of projects.

Submitted SOQs must have two sections as follows:

Section 1. General Firm Information and Qualifications

This section will include a letter of interest, general information about the company, a list of related work, projects, clients, a fee schedule for 2024-2025, and a list of key personnel who would perform services for the LMRWD and their qualifications. Please include other services or specialties that may be pertinent. Section 1 may not exceed four (4) pages.

Section 2. Service Area Qualifications

This section should provide a summary of your qualifications and unique expertise in each of the following service areas you wish to be considered for future work. Each service area qualification may not exceed two (2) pages.

- 1) Watershed, Sub-watershed and Water Resource Management and Planning
- 2) Lake, Wetland and Stream Restoration and Management
- 3) Hydrologic, Hydraulic and Water Quality Modeling Analysis
- 4) Groundwater and Hydrogeological Modeling, Monitoring and Analysis
- 5) Natural Resources Management (e.g., wetlands, fens)
- 6) Slope Stability and Geotechnical Services
- 7) Urban Stormwater Best Management Practice (BMP) Design and Construction Management
- 8) Water Resource Permitting
- 9) Land Surveying
- 10) Geographic Information Systems
- 11) Civil Engineering (e.g., roadway and site design)

The SOQ should be no longer than 26 pages, including the letter of interest and any other content the firm desires to the SOQ. The cover, table of contents, and resumes are not included in the page limit. Resumes may be included in an appendix.

### Review Process

The LMRWD Board of Managers will review all submittals and determine which firms are qualified in each of the areas listed above. Those firms qualified in each respective service area will be placed in a pool of professional service firms for calendar years 2024-2025. The LMRWD will request proposals or quotations for projects from the pool within a service area, as needed.

### LMRWD Policy Relating to Member Communities and Other Governmental Jurisdictions

From time to time, it is possible that LMRWD consultants may represent governmental jurisdiction fully or partially located with the LMRWD. This may cause a conflict of interest for that consultant. Please describe how your firm would address potential conflicts of interest that may arise.

### Submittals

Please provide SOQs in electronic (.pdf) format on or before the close of business Wednesday, March 6, 2024 to:

Lower Minnesota River Watershed District  
Linda Loomis, District Administrator  
[naiadconsulting@gmail.com](mailto:naiadconsulting@gmail.com)

The Board of Managers will review all SOQs received and reserves the right to request additional information from any and all proposers, to conduct interviews with select proposers, to reject any and all SOQs, and to otherwise take such action as it deems in the best interest LMRWD.

Please submit questions regarding this request to Linda Loomis, Administrator, at [naiadconsulting@gmail.com](mailto:naiadconsulting@gmail.com) by February 21, 2024. Responses will be provided to all interested parties by February 26, 2024.