



Silver Lake Water & Sewer District

REQUEST FOR PROPOSALS Materials Testing and Inspection Services

Deadline: 3:00 p.m. on Thursday, August 27, 2026

Purpose

Silver Lake Water and Sewer District (District) is requesting proposals from interested firms to provide professional Materials Testing and Inspection services for District capital projects. Third party inspection services on private land development projects may also be requested by the District. Unless another request for proposals (RFP) solicitation is requested by the District, the District may utilize the selected firm(s) for work through year end of 2030.

Background / Project Description

The District is a water and sewer district formed under RCW Title 57 and is located near the City of Mill Creek, just south of the City of Everett, serving approximately 57,000 residents. The District has approximately 200 miles each of water and sewer mains, three reservoirs with booster pump stations, and 23 sewer lift stations.

The District anticipates constructing the following type of projects through year end 2030:

- Cast Iron Water Main Replacements with Ductile Iron Water Main
- Sewer Main Rehabilitation or Replacement, including Installation of New Sewer Stubs
- Sewer Lift Station Rehabilitation and Replacement
- New Coating and Recoating of Buildings, Water and Sewer Infrastructure, and Other Associated Appurtenances
- Minor Building Remodel and Construction, including Solar Panel Installation

In addition, there are approximately 10 – 15 private development projects initiated each year involving extension of the water and sewer systems. These often require compaction testing of the gravel trench and roadway sub-base, as well as asphalt and concrete testing (Rice, slump, etc.) . Typically, inspection on a development project is the responsibility of the developer, but the District may occasionally need an outside third party for verification.

Tentative Schedule

Date	Task
Thursday, August 27, 2026	Deadline for RFP Submittals
Mid-September 2026	District prepares a short list of firms to interview
Early October 2026	Interviews (if determined necessary) and reference checks
November 2026	Contract scope and fee negotiation
December 2026	Board of Commissioners contract award for Materials Testing and Inspection Services
January 2027	Contract execution, Notice to Proceed for Materials and Testing Services

Consultant Qualifications

To be considered, a successful Materials Testing firm will have the following qualifications:

1. Offices located within south Snohomish County or north King County.
2. Experience working with local special utility Districts and/or public agencies in a similar role for materials testing on public and private projects.
3. Knowledge of regulatory requirements of the affected local land use agencies, such as the City of Mill Creek, Snohomish County, and WSDOT.
4. Equipment, facilities, and staff experienced with geotechnical inspection and testing of gravel backfill materials.
5. Equipment, facilities, and staff experienced with inspection and testing of concrete flatwork and asphalt paving.
6. Equipment, facilities, and staff experienced with inspection and testing of structural building materials, such as CMU block, reinforced concrete, and structural steel.
7. Equipment, facilities, and staff experienced with inspection and testing of coatings.
8. Staff experienced with inspection of residential or commercial structure components including stick built structural, solar, and HVAC.

Procedures for Submittal

To be considered for this RFP, a firm must be a registered consultant on the Municipal Research and Service Center (MRSC) of Washington – Shared Small Works and Consultant Roster (<http://mrscrosters.org/>).

If interested in responding to this RFP, submit an email to proposals@slwsd.com with the submittal items listed below by 3:00 p.m. on Thursday, August 27, 2026. The submittal items shall be attached as a pdf file, and shall include:

1. “Materials Testing and Inspection Services” in the email subject line.
2. Primary contact information with qualifications and experience of key staff members, one page maximum per person.
3. An explanation of how the consultant meets the desired qualifications listed above.
4. Example fee/rate sheet(s) for typical material testing and inspection services.
5. Example test report forms for compaction and concrete testing.
6. The submittal items are limited to 12 pages maximum. The pdf submittal shall not contain more than 12 pages, and all pages shall be 8.5x11.

The District will provide an email receipt to confirm your submittal. Emails received after 3:00 p.m. on August 27, 2026, and all paper copy submittals will be disregarded.

Selection Process

A committee of District staff will evaluate and rate the available information and submittal materials against the desired qualifications.

Following the initial evaluation, the District may invite a short list of firms to participate in an interview. The interview is intended to be more of an informal conversation about the firm's experience and capabilities but will likely include a short presentation by the firm.

Inquiries

Direct all inquiries regarding this Request for Proposals to Paj Hwang, PE, District Engineer, at 425-337-3647 or phwang@slwsd.com.

Reservations

The District reserves the right to reject any and all RFP's and to waive irregularities and informalities in the submittal and evaluation process. This solicitation for Consultant Services does not obligate the District to pay any costs incurred by respondents in the preparation and submission of an RFP. This solicitation does not obligate the District to accept or contract for any expressed or implied services. Furthermore, the District reserves the right to award the contract to the next most qualified consultant if the selected consultant does not execute a contract within thirty (30) days after Board approval and receipt of contract for signature(s).