



700 West Liberty Street | Louisville, KY 40203-1911  
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## LOUISVILLE AND JEFFERSON COUNTY METROPOLITAN SEWER DISTRICT

### INVITATION TO SUBMIT STATEMENTS OF QUALIFICATIONS FOR ESTABLISHING A PREQUALIFIED LIST OF CONSULTANTS FOR ENGINEERING AND OTHER PROFESSIONAL SERVICES

June 1, 2023

MSD is soliciting expressions of interest from the general consultant community and requests that they enter their qualifications into the “Consultant Professional Information System” (CPIS). Both licensed professionals (such as an engineer, architect, etc.) and other consulting firms may submit their qualifications to MSD for consideration for the procurement of professional services for Fiscal Year 2024.

The selection of and contracting with licensed engineering and other professional services firms from a pre-qualified list without any additional procurement, is allowed under MSD’s Procurement Regulations. This method of procurement may be used for work for which the scope of services can be easily defined and is relatively routine and may be used for sanitary sewer, combined sewer, flood protection, infrastructure rehabilitation, GIS, survey, and drainage projects. In this process, MSD solicits statements of qualifications and company information from the general consultant community. The information submitted would then be used and evaluated for the selection of consultants for various projects. MSD reserves the right to utilize qualifications and cost as the basis for consultant selection.

All professional consulting firms interested in submitting company information to MSD, should go to <http://cpis.louisvillemad.org> and follow the instructions found in the **Help Section** of the application. Those firms that completed information in past years and are already in the system will only need to update the information already on file. All existing unit costs in the system will be adjusted by 4.9% based on the Bureau of Labor Statistics – Consumer Price Index.

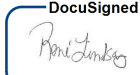
During the upcoming fiscal year, FY24, MSD will be implementing new Standard Compensation Guidelines for Engineering Professional Services utilizing Federal Acquisition Regulation (FAR) audited rates. The goal is to have the new guidelines introduced with training and implementation during the 2024 calendar year. Please hold all questions until MSD officially announces this transition.

Questions related to the CPIS System should be submitted to:

Karen Knox  
Louisville and Jefferson County Metropolitan Sewer District  
E-mail: [karen.knox@louisvillemad.org](mailto:karen.knox@louisvillemad.org)

**The deadline for submittal of this information is June 30, 2023.**

LOUISVILLE AND JEFFERSON COUNTY  
METROPOLITAN SEWER DISTRICT

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Rene Lindsay  
Chief Procurement Officer