



Engineering Department
Request for Statement of Qualifications
Woodlake Lake & Josey Ranch Lake Dam Improvements

April 20, 2026

The City of Carrollton Engineering Department will accept electronic Statements of Qualification from engineering consultants until 11:00 AM Friday, May 22, 2026, via submission to the IonWave bidding system. <https://carrolltonbids.ionwave.net/Login.aspx>.

The City of Carrollton is seeking Statements of Qualifications (SOQ) for the design and implementation of improvements to the Woodlake Lake (Colonial House Lake) Dam and the Josey Ranch Lake Dam. The project includes enhancements to the existing spillway structures to improve their capacity to safely convey stormwater flows and protect the dam embankments. Improvements may involve the use of roller-compacted concrete (RCC), structural modifications, and other necessary measures, in accordance with applicable regulatory requirements, including TCEQ dam safety standards.

The selected consultant will provide professional services including, but not limited to, the following:

- Develop the final layout and elevations for the RCC-covered spillways.
- Conduct a barometric survey.
- Design the RCC surface, thickness, and transitions to tie into the existing embankments and channels.
- Confirm that the spillways can safely pass the required design flood.
- Design protection at the bottom of the spillways to prevent erosion and damage.
- Prepare construction drawings, details, and technical notes for both respective dam's reconstruction/rehabilitation work.
- Prepare a cost estimate and basic construction sequence.
- Coordinate with the City and regulatory agencies for review and approval of the proposed design and construction efforts.
- Provide engineering support during construction, including responses to contractor questions.

Firms will be evaluated and ranked based on responses in the SOQ and may be further evaluated and ranked based on interviews. Final rankings will be used for establishing the selection of the most qualified firm for the *Woodlake Lake & Josey Ranch Lake Dam Improvements*.

Interested firms shall submit one (1) file of their SOQ in PDF format via IonWave. The SOQ shall be a maximum of ten (10) 8-1/2" x 11" pages (Times Roman, 12 font) with 1" margins. An appendix that includes one-page resumes of no more than three team members that **WILL ACTUALLY BE ASSIGNED AND INTEGRAL TO DESIGN** of the project may also be included and does not count against the ten-page maximum. Not following these guidelines may be cause for rejection.

Part 1 of the SOQ shall be a maximum of two pages and include the following:

- Information on the firm including office location in which design will be performed and a general breakdown of staff (PEs, graduate engineers, field technicians, etc.).
- Qualifications of the firm and proposed design team members.
- A list of services offered exclusively IN-HOUSE (as applicable to this project type).
- A list of services REGULARLY outsourced by the company (as applicable to this project type).

- Brief narrative of unique design solutions to challenges on previous projects such as non-signalized traffic calming, alternative materials or construction methods, etc.

Part 2 of the SOQ shall consist of SIMILAR projects that include the following (as available):

- Projects should be completed or in advanced design within the past five years in which respondent was prime firm.
- List primary design team members performing actual design.
- Location and general project limits with city.
- Project metrics may include quantities such as linear feet (LF) of RCC-lined spillways, cubic yards (CY) of RCC, square footage (SF) of RCC spillway surface area, linear feet (LF) of downstream stabilization, and quantities of erosion protection and embankment tie-ins associated with construction activities.
- Special services included in contract such as geotechnical investigations, survey, SUE, etc.
- Dates of design completion and construction completion*.
- Engineer's estimate of probable cost and actual bid amount*.
- Municipal contact with phone number.

*For projects in which construction has been completed

Once all proposals are received, each shall be reviewed by City staff. Subsequent to the initial review, the City may either select directly, request additional information, or may elect to interview an unspecified number of firms. Further instructions will be given if the City elects to interview. If a firm is selected based on the SOQ, contract negotiations will begin immediately. If a satisfactory contract cannot be negotiated with that firm, the City shall formally end negotiations. The City will then contact the next most qualified and attempt to negotiate with that firm. The City reserves the right to reject any and/or all proposals and to waive any and/or all technicalities and informalities received in response to this SOQ.

Due to the page requirement, this SOQ should be clear and concise. Furthermore, graphics and photos are discouraged, and pertinent information is preferred. All questions shall be submitted via IonWave. The deadline for submitting questions is 11:00 a.m. on Tuesday, May 19, 2026.

During the submittal and review processes, contact not related to current contracts or projects shall not be made with any City personnel including, but not limited to, Engineering Department staff, other departmental staff, City officers, and City Council members. Violation of this provision is grounds for rejection and will result in disqualification.

- Any questions about the solicitation process/procedures may be obtained from the City of Carrollton's Purchasing Department at purchasing@cityofcarrollton.com. **Vendors should not contact anyone other than Purchasing for questions related to the bid process.**
- For Technical Support for using this online bidding platform, please contact IonWave via 866-277-2645 Ext 4 or by email: support@ionwave.net.
- To request a reasonable accommodation needed for bid openings for a disability, please contact the Purchasing Department 72 hours in advance at (972) 466-3115.

Thank you for your interest,

Matt Brennan, PE, CFM
Civil Engineering Division Manager
City of Carrollton Engineering Dept.
1945 E. Jackson Rd.
Carrollton, Texas 75006

Exhibit "A"

Woodlake Lake Enhancements Dam



Current Spillway Location

Josey Ranch Lake Dam

