

**REQUEST FOR PROPOSALS  
FLOW METERING AND RAIN GAUGE MONITORING  
RFP 25-38**

The Sussex County Council is hereby soliciting proposals from qualified flow metering firms to provide temporary flow metering and rain gauge monitoring for the County wastewater service area. The scope of this request will include but is not limited to:

Installation and calibration of temporary area: velocity flow meters, with flumes as required, and rain gauges based on site metering conditions, at sites selected by the Sussex County Engineering Department (SCED) and field verified by the flow monitoring firm, continual operation and maintenance of these temporary gauges and meters for a period of several months, ongoing sensor maintenance and calibration, and bimonthly disbursement of raw and adjusted flow and rain data to SCED and/or their designees for their assessment of data quality and data analyses.

All services shall be assigned on an as-needed basis only, dependent solely on the necessity of County project quantity and scope. There is no guarantee of agreement value. The anticipated first task order is for 20 flow meters and 4 rain gauges. Work may be authorized under this contract for a period not to exceed three years.

Sussex County shall determine that firms meet the minimum qualifications, based upon items addressed in the proposals that are received, consisting of the following criteria:

*Experience and reputation*

*Capacity to meet requirements (size, financial condition, etc.)*

*Location (geographical)*

*Demonstrated ability*

*Familiarity with public work and its requirements*

*Price*

In addition to the above, other criteria necessary for a quality, cost-effective project may be utilized.

Sussex County intends to select one qualified contractor.

Interested parties may obtain an RFP Information Package by contacting Kaycee Widen at (302) 855-7718. Parties must submit information as specified in the RFP Information Package to Engineering Administration, Sussex County Engineering Department, 2 The Circle, P.O. Box 589, Georgetown, Delaware 19947, no later than **2:00 p.m. on Monday, March 24, 2025.**

Questions relative to this RFP must be submitted in writing to Ms. Kaycee Widen at [kwiden@sussexcountype.gov](mailto:kwiden@sussexcountype.gov) no later than 2:00 PM on March 14, 2025.

If the responding vendor deems any portion of its response to contain trade secrets, proprietary or other confidential information, it shall isolate and identify in writing the confidential portions, together with a statement in support of its designation as such. The submission shall be confidential until proposal evaluation is complete and agreement(s) are executed. Thereafter, all submissions shall be open to public inspection.

By: Mike Harmer, P.E.  
Sussex County Engineer