

## Hiring An Engineer

There are many different types of professional engineers. Selecting the right engineer for your project and community is the key to successful completion of the project, but choosing an engineer can be complicated. Taking the time to evaluate your situation and working through these three simple steps can help you select the right engineer for your project and community.

### Step One: Scope of Your Project.

- Identify the problems to address.
- Prioritize the issues to address.
- What are the community's financial capabilities?
- What are possible solutions (repair, replace, expand)?
- What is the timeline for correction?

### Step Two: What Engineering Services Does the Community Need?

Typically, engineering services will include:

- The development of an approvable Engineering Report that:
  - Evaluates the current system.
  - Proposes corrective options (typically three).
  - Provides cost estimates of all proposed options.
  - Ranks options by cost that includes initial engineering, construction and operation.
  - Proposes the most feasible option.
- Assisting the community with financial applications for grants or loans.
- Developing approvable plans and specifications for the project.
- Assisting the community in developing bid packets for contractors.
- Assisting the community in managing the construction of the project.

### Step Three: Which Engineer?

If the community already has a history with an engineering firm, answer these brief questions:

- Was the firm easy to work with?
- Did the firm complete work or tasks on schedule?
- Did the firm maintain good communication during the project?
- Did the firm suggest ways for the community to help themselves and save money?
- Was the proposed project cost close to the actual cost?



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- Were problems solved quickly?
- Was the community satisfied with the firm's work?
- Was an operation and maintenance manual provided?

If you are selecting a new engineer:

- Does the engineering firm have experience with this type of project?
- Does the firm have experience in obtaining grants or low interest loans?
- Ask for a list of communities, with similar sized projects, that the firm has worked with in the past five years.
- Talk with those communities and ask them the questions listed in step three.

**Remember: Your local DEQ representative is there to help and can assist in initial evaluation and potential solutions for your project; however, we cannot recommend an engineer.**

You can find your local office on our website at <https://www.deq.ok.gov/deq-local-offices/>.