

Bid Title:	Request for Qualifications (RFQ) for Engineering Services
Category:	Engineering Services
Status:	Open

Description:

Request for Qualifications (RFQ) for Engineering Services

The City of Jacksboro is seeking to enter into an engineering services contract with a state-registered engineer. The following outlines this request for qualifications.

Scope of Work – The engineering contract will encompass all project-related engineering services to the City of Jacksboro, including but not limited to the following:

- Preliminary and final design plans and specifications
- Subsurface utility engineering (SUE), survey, property acquisition, and geotechnical investigation
- Asbestos survey and hazardous materials evaluation
- Environmental assessment and coordination
- State and/or national regulatory agency coordination and permitting
- Construction observation and management
- Coordination with federal funding resources

This project involves the following improvements:

- Expansion of the existing water treatment plant (WTP) from 1.20 million gallons per day (MGD) to 2.0 MGD, including new plate settlers, filter complex, chemical building, clearwell, and high service pump station (HSPS).
- Replacement of the booster pump station (BPS), including new electrical, hydropneumatic tank and controls, ground storage tank (GST), and pumps and appurtenances.
- Improvements to the bulk loading station to improve operation and security, including new automated user interface and storage tank.
- Water transmission main improvements consisting of the following:
 - a. 19,300 linear feet (LF) of 14-inch parallel raw water transmission main improvements
 - b. 10,100 LF of 14-inch HSPS to elevated storage tank (EST) waterline improvements
 - c. 6,400 LF of 8-inch southeast distribution waterline improvements

Statement of Qualifications – The City of Jacksboro is seeking to contract with a competent engineering firm or team, registered to practice in the State of Texas, with experience in the following areas:

- Municipal construction, including but not limited to water/wastewater projects;
- Registered in good standing as a professional engineer per the Texas Engineering Practice Act;
- Federally funded construction projects, including coordination with state and federal funding agencies; and,
- Engineer/Firm is not debarred or suspended from the Excluded Parties List System (EPLS) of the System for Award Management (SAM).

Qualifications – For this RFQ, Respondent's qualifications will be evaluated, and the most qualified Respondent will be selected, subject to negotiation of fair and reasonable compensation.

For costs of architectural/engineering (A/E) professional services, negotiations must occur after the initial selection of the engineer or architect as price cannot be used as a selection factor.

Format for Response to RFQ – Responses should be limited to a maximum of five (5) letter-sized (8.5" x 11"), one-sided pages in length, and pages shall be numbered. 11" x 17" pages shall count as two pages. Appendix will count toward overall page count. A transmittal/cover letter, front cover, and back cover will not count toward the page limitation.

Responses shall contain the following information and shall be prepared in the order shown below:

1. **Transmittal/Cover Letter.** A cover letter on company letterhead is required and shall not exceed one page. Within the cover letter, indicate name of the firm, primary contact person for SOQ, address, phone number, and email address.
2. **Understanding of Project Scope and General Approach.** Provide a summary of your firm's understanding of the project as well as the firm's general approach to a project of this nature, including specific work elements to be accomplished.
3. **Organizational Chart.** Indicate key personnel and subconsultants proposed for the project. If selected, the City expects that key personnel listed on the organizational chart will work on this project. Substitution of key personnel requires the City's approval.
4. **Prior Experience.** Provide information regarding prior experience on similar projects and indicate key personnel's involvement. Responses shall include project descriptions for at least five (5) similar projects within the past five (5) years. Descriptions shall include project name, general scope, location, construction cost, year completed, and key staff involvement.

Evaluation Criteria – The selection committee will choose the responsible firm whose submitted response is determined to be the most advantageous to the City based on, but not limited to or ordered by, the following factors:

- Quality of the submitted response in terms of responsiveness, conciseness, technical correctness, completeness, accuracy, and presentation;
- Specific experience with projects of this type;

Insurance Requirements – The selected consultant will be required to provide the following minimum insurance coverage. **It is not necessary to provide proof of insurance with the Statement of Qualifications response.**

a) Worker's Compensation:	Statutory
b) Employer's Liability	
i. Bodily Injury, each accident:	\$500,000
ii. Bodily Injury by disease, each employee:	\$500,000
iii. Bodily injury/disease, aggregate:	\$500,000
c) General Liability	
i. Each Occurrence (Bodily Injury and Property Damage):	\$1,000,000
ii. General Aggregate:	\$2,000,000
d) Excess or Umbrella Liability:	
i. Per Occurrence:	\$2,000,000
ii. General Aggregate:	\$2,000,000
e) Automobile Liability: Combined Single Limit (Bodily Injury and Property Damage):	
	\$1,000,000
f) Professional Liability	
i. Each Claim Made:	\$1,000,000

ii. Annual Aggregate:

\$2,000,000

Deadline for Submission – Proposals shall be received no later than 2:00 p.m. on October 26, 2022 at the following address:

Brenda Tarpley, City Secretary
City of Jacksboro
112 West Belknap
Jacksboro, TX 76458

Please mark envelope:

“RFQ JACKSBORO WATER SYSTEM IMPROVEMENTS ENGINEERING SERVICES”

Responses received after the deadline will not be considered. A total of 1 printed copy and 1 digital file on flash drive are required.