

REQUEST FOR QUALIFICATIONS
RFQ#2017-2018 - 005

The County of Jim Wells/City of Alice will solicit, and receive, Request for Qualifications (RFQ) from qualified Consultants and/or Engineering Firms interested in providing Professional Engineering Services for the Preliminary Design, Design, Permitting, Bidding & Negotiation, and Construction Phases, including an opinion of probable construction costs until Friday, August 25, 2017 at 4:00 p.m., for the San Diego Creek Levee Recertification Project,

Submission of Statements of Qualifications

Five (5) Copies of Statements of Qualifications shall be submitted in a sealed envelope, clearly marked:

“Request for Qualifications: San Diego Creek Levee Recertification Project.”

“Do not open in the Mail Room.”

Mailed Statements of Qualifications shall be sent to:

Diana L. Lopez, City Clerk

“Request for Qualifications: San Diego Creek Levee Recertification Project.” August 25, 2017 at 4:00 p.m.

City of Alice

Post Office Box 3229

Alice, Texas 78333-3229

Hand-Delivered Statements of Qualifications shall be delivered to:

Diana L. Lopez, City Clerk

“Request for Qualifications: San Diego Creek Levee Recertification Project.” August 25, 2017 at 4:00 p.m.

City of Alice

500 East Main Street, Room 202

Alice, Texas 78332

Statements of Qualifications received after the stated deadline will not be considered and will be returned unopened.

SPECIAL INSTRUCTIONS
LIMITATIONS

The County of Jim Wells/City of Alice reserve the right to reject any and all Statements of Qualifications received in response to this RFQ, to negotiate with all qualified sources, or to cancel the RFQ in part or its entirety, if found to be in the best interest of the County of Jim Wells/City of Alice.

This RFQ does not commit the County of Jim Wells/City of Alice to award a contract, issue a purchase order, or pay any costs incurred in the preparation of a Statement of Qualifications in

response to this request. Statements of Qualifications may be held for 60 days after opening without taking action.

The County of Jim Wells/City of Alice must approve the firm selected to provide this service. The County of Jim Wells/City of Alice shall authorize contract negotiations to begin without further discussion with the Consultant; therefore, each Statement of Qualifications should be submitted as completely as possible. The County of Jim Wells/City of Alice reserve the right to request additional data or oral discussions/presentations in support of the written Statements of Qualifications.

Contracts may be awarded for this service on the basis of the best interest of the County of Jim Wells/City of Alice, cost, content, and other factors being considered in the RFQ.

CONTACT PERSON/RFQ ADMINISTRATOR

This RFQ is issued by the County of Jim Wells/City of Alice. Inquiries involving the procedural matters, the scope of work, minimum qualifications, or response requirements of the RFQ should be submitted in writing or via e-mail to Rutilio P. Mora, P.E., City Engineer, City of Alice.

Rutilio P. Mora, P.E.
City Engineer
City of Alice
P.O. Box 3229
Alice, Texas 78333-3229
Tel: 361.668.7272
Fax: 361.668.4407
Email: rmora@cityofalice.org

REQUEST FOR QUALIFICATIONS (RFQ)—Professional Engineering Services County of Jim Wells/City of Alice, Texas—San Diego Creek Levee Recertification Project

A Request for Qualifications (RFQ) for the San Diego Creek Levee Recertification Project. This RFQ includes the following:

Statement of Qualifications Submittal—Attachment I
Scope of Work—Attachment II
Evaluation and Selection Criteria—Attachment III

Statements of Qualifications shall be presented in accordance with the specified requirements listed on pages 1 and 2 and those listed in Attachment I. Supplementary material such as exhibits, biographical information, and other documentation may also be submitted separately bound from the Statement of Qualifications.

Statements of Qualifications shall include consultants or engineering firms' Scope of Work as part of Attachment II.

Statements of Qualifications will be evaluated by County and City Staff in accordance with the evaluation and selection criteria specified in Attachment III. The consultant selection process will be followed by contract negotiations.

It is anticipated that the consultant and/or engineering firm selected should be ready to proceed on or about, September 22, 2017.

ATTACHMENT I

Statement of Qualifications Submittals

Request for Qualifications Format

The Statement of Qualifications is required to contain the following information and should be no more than 20 pages (excluding cover, title sheets, dividers, etc.).

Section 1 - Approach

- Provide an approach for completing the Scope of Work listed in Attachment II.
- Present project review and quality assurance program.
- Discuss any unique ideas/concerns relating to the project.
- Provide Permitting requirements.

Section 2 - Project Organization

Lead engineer and other principals to work on the project

- Names
- Address(s), both mailing and e-mail
- Telephone number(s), both office and cell
- Name of responsible corporate officer(s)

Sub-consultants

- Names
- Address(s), both mailing and e-mail
- Telephone number(s), both office and cell
- Name of responsible corporate officer(s)

Organization Chart

Brief description of responsibilities and summary resumes of key individuals, emphasizing experience directly related to responsibilities on this project, as well as any specialty certification/expertise, which demonstrates special qualifications related to this project. State each team member's responsibilities on this project.

Section 3 - Schedule

The respondent consultant/engineering firm shall be able to complete the San Diego Creek Levee Floodwall Rehabilitation/Replacement Project" by Friday, March 30, 2018. The Bidding process shall begin within four (4) weeks after that date.

Section 4 - Personnel Effort

Describe type of services by task.

Section 5 - Management Control Program

- Cost control method/system
- Schedule control method/system
- Proposed project status reporting system

Section 6 - Experience and References

Project Manager(s) - Brief description of no more than five (5) projects similar to the work to be implemented, performed by the individuals proposed to be project manager(s).

Project Engineer - Brief description of no more than five (5) projects similar to the work to be implemented, performed by the individuals proposed to be project engineer(s).

Name, mailing & e-mail addresses, telephone number(s) of references for each of the five (5) projects listed above.

ATTACHMENT II

Scope of Work:

The Scope of Work shall provide all of the following:

- Preliminary and final design plans and specifications;
- Permit Compliance with federal, state and local agencies as applicable;
- Preparation of the Contractor bid documents;
- Bidding and Negotiation;
- Construction Review;
- Conduct all field testing and inspections throughout construction;
- Estimate of probable construction costs;
- The firm will also be expected to coordinate with the County/City staff, and the construction manager selected for the construction project;
- Meetings with federal and state agencies to ensure all requirements are met
- Other special services as deemed necessary and appropriate.

Any documents regarding the existing San Diego Creek Levee permits, inspection reports, construction plans & specifications will be available to the Consultant/Engineering Firm. If copies are requested, cost for the copies will be paid by the Consultant/Engineering Firm.

ATTACHMENT III

Selection and Evaluation Criteria:

Selection of the Consultant/Engineering Firm will be based upon the proposal evaluation criteria:

1. Specialized Experience of the Engineer/Engineering Firm (40%)

This includes specialized experience directly relating to design work of Levee Recertification; demonstrated ability to complete the work within the required schedule and budget; quality control/assurance program, and the depth of in-house and sub-consultant support

2. Project Personnel (30%)

This includes the role, responsibility, commitment, and qualifications (including possession of applicable licenses and certifications) of key personnel and their respective experience in the areas assigned.

3. Approach to Work (25%)

This includes the approach to the project scope in **ATTACHMENT II**, the understanding of the project scope and schedule of work, and the interfacing of tasks.

4. Other Considerations (5%)

This includes references from other projects listed in **ATTACHMENT I**, Section 6, Experience and References.