

REQUEST FOR PROPOSAL

TO PERFORM PRELIMINARY & DESIGN ENGINEERING

March 6, 2018

FOR PROJECT:

BRC-3027(054) PCN 14145

Replacement of Bridge No. 30-128-18.0 in the city of Almont

PROPOSALS MUST BE DELIVERED TO
THE OFFICE OF THE Morton COUNTY AUDITOR
210 2nd Ave NW
Mandan, ND 58554
March 28, 2018

**REQUEST FOR PROPOSALS
TO PERFORM
Preliminary & Design Services
FOR MORTON COUNTY
BRC-3027(054), PCN 14145**

Morton County plans to engage the services of a prequalified engineering firm to perform Preliminary & Design Engineering on the following project in Morton County scheduled to be completed in 2019:

Project # BRC-3027(054) PCN 14145 will replace existing bridge No. 30-128-18.0 with a new structure meeting current standards. This bridge is located on CR 86 in the city of Almont, ND.

Work to be performed by Consultant includes:

Preliminary Services: Perform Project Management and Administration of project scoping; preliminary survey; hydraulic survey and hydraulic engineering; preparation of the environmental document to obtain environmental clearance from NDDOT/FHWA; other necessary permits; right of way and easement descriptions and negotiations; plats; preliminary and final design; final plans; hydraulics; permitting and easements for a temporary bypass; and preparation of bidding documents. Additional services, if required, may be negotiated and supplemental agreements issued based on the consultant's performance, the consultant's proposal and available funding. The projected letting date for this project is early February, 2019.

Firms are invited to submit a proposal for the project listed above. The proposals shall provide the following information:

- Past Performance
- Ability of professional personnel
- Willingness to meet time and budget requirements
- Location
- Recent, current, and projected workloads of the persons and/or firms
- Related experience on similar projects
- Recent and current work for the County
- Project understanding, issues, & approach
- Detailed schedule providing adequate agency review times

The proposal pages shall be numbered and must be limited to 5 pages in length. Proposals that exceed the 5 page length requirement will not be considered. The cover letter will not be counted as one of the 5 pages. The proposal should list the personnel who will be assigned to work on the project, including titles, education, and work experience. Morton County will only consider proposals received prior to **2:00 P.M. March 28, 2018**. Late proposals will be deemed unresponsive.

The consultant's proposal may include an appendix. Resumes, references, a statement of qualifications and other materials outlining experience may be included in an appendix. The appendix will not be considered as a part of the 5 page proposal. Each proposal will be evaluated by a selection committee.

Morton County will conduct interviews. The County plans to interview a minimum of the three (3) most qualified engineering firms based on whose proposals most clearly meet the RFP requirements. Firms not selected for interviews will be notified in writing.

Fees shall be negotiated with the successful firm. If the fee cannot be agreed upon, the County reserves the right to terminate negotiations, and then negotiate with the second and third ranked firms in order, if necessary, until a satisfactory contract has been negotiated.

All costs associated with the proposal shall be borne by the proposer. The County reserves the right to reject any and/or all proposals and to not award contracts for any and/or all projects.

Engineering firms interested in performing the work shall submit 5 printed copies of their proposals to:

Morton County Auditor
210 2nd Ave NW
Mandan, ND 58554
BRC-3027(054) PCN 14145
Phone number 701-667-3300
Dawn.rhone@mortonnd.org

Title VI assures that no person or group of persons may, on the grounds of race, color, national origin, sex, age or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs or activities administered by Morton County. Any person or group(s) of persons who feel they have been discriminated against may file a complaint. All inquiries should be directed to Wendy Bendt – Title VI Coordinator, Morton County, 210 2nd Ave NW, Mandan, ND 58554 Tel 701-667-3414