

REQUEST FOR PROPOSAL

TO PERFORM

CONSTRUCTION ENGINEERING

March 7, 2019

FOR PROJECT:

HLC-4600(001) PCN 21677

Various County Highways – Signing, Pavement Marking, and Incidentals
Steele County, ND

PROPOSALS MUST BE DELIVERED TO
THE OFFICE OF THE STEELE COUNTY AUDITOR
201 Washington Avenue West
PO Box 275
Finley, ND 58230
By 4:00 PM CST, April 1st, 2019

**REQUEST FOR PROPOSALS
TO PERFORM
CONSTRUCTION ENGINEERING SERVICES
FOR STEELE COUNTY**

Steele County will engage the services of a qualified engineering firm to perform Construction Engineering on the following project in Steele County scheduled to be completed in 2019:

HLC-4600(001) PCN 21677; NDDOT Job #8 on the April 12, 2019 letting; Various County Highways – Signing, Pavement Marking, and Incidentals

Work to be performed by Consultant includes:

Construction Services: Perform Project Management, Project Administration, Construction Observation, Surveying, and Material Testing. Additional services, if required, may be negotiated and supplemental agreements issued based on the consultant's performance, the consultant's proposal and available funding.

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
- Location
- Recent, current, and projected workloads of the persons and/or firms
- Related experience on similar projects
- Recent and current work
- Project understanding, issues, & approach

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. Steele County will only consider proposals received prior to **4:00 PM CST, April 1st, 2019**. 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.

Steele County will conduct interviews. The County plans to interview up to three (3) of the most qualified engineering firms based on whose proposals most clearly meet the RFP requirements.

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 7 printed copies of their proposals to:

Steele County Auditor

201 Washington Avenue West
PO Box 275
Finley, ND 58230
HLC-4600(001) PCN 21677
701-524-2110
ewigen@nd.gov

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 the Department. For information regarding the Title VI Program see the NDDOT website at: <http://www.dot.nd.gov/divisions/civilrights/titlevi.htm>