

BURKE COUNTY
NORTH DAKOTA

REQUEST FOR PROPOSAL

TO PERFORM
CONSTRUCTION ENGINEERING

April 7, 2021

FOR PROJECT:

HEC-0717(054) PCN 22768
Kings Highway Grade Raise
Burke County, CMC 0717
2 mi. East of Powers Lake & 8 mi. N. of ND 50

PROPOSALS MUST BE DELIVERED TO THE OFFICE OF
THE BURKE COUNTY AUDITOR
103 MAIN STREET SE
PO BOX 310
BOWBELLS ND 58721
By 4:00 PM CDT, April 28, 2021

REQUEST FOR PROPOSALS TO PERFORM
CONSTRUCTION ENGINEERING SERVICES FOR
BURKE COUNTY

HEC-0717(054)
PCN 22768
CMC 0717
2 MI EAST OF POWERS LAKE & 8 MI NORTH OF ND 50

Burke County will engage the services of a prequalified engineering firm to perform Construction Engineering on the following project in Burke County scheduled to be completed in 2021:

HEC-0717(054) PCN 22768 Kings Highway Grade Raise

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
- 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, and 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. Burke County will only consider proposals received prior to 4:00 PM CDT, April 28, 2021. Late proposals will be deemed unresponsive.

The consultant's proposals 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.

Burke 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 the 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 and 1 PDF version of their proposals to:

Burke County Auditor
PO Box 310
103 Main Street SE
Bowbells ND 58271
701-377-2861
jsjensen@nd.gov
HEC-0717(054) PCN 22768

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>