

REQUEST FOR PROPOSAL

TO PERFORM PRELIMINARY & DESIGN ENGINEERING

August 1, 2022

FOR PROJECT:

Project BRP-2500(022)

PCN 23555

Removal of Existing Structures
and Construction of New
Structures

PROPOSALS MUST BE DELIVERED TO
MCHENRY COUNTY AUDITOR
407 Main St S Rm 201
By 11:00 AM CST on
August 22, 2022

**REQUEST FOR PROPOSALS
TO PERFORM
Preliminary & Design ENGINEERING SERVICES
FOR MCHENRY COUNTY**

McHenry County will engage the services of a prequalified engineering firm to perform Preliminary & Design Engineering on the following projects in McHenry County scheduled to be completed in 2023:

Removal of Existing Structures and Construction of New Structures, Project BRP-2500(022), PCN 23555, located 4.5 miles and 5.5 miles north of Granville, ND.

Work to be performed by Consultant includes:

Preliminary Engineering: This phase shall consist of all activities necessary to complete the environmental document (including FHWA concurrence and approval), conduct public involvement, perform preliminary design, hydraulic analysis, and coordinate utility location and conflict plans. The preliminary engineering phase will be considered complete upon receiving environmental approval from FHWA and NDDOT approval of all other deliverables.

Design Engineering: This Phase shall consist of design activities following preliminary design and preparation of final construction plans, specifications, and estimates; execute contracts for utility conflict plans for adjustments and relocations; final right of way acquisition, final mitigation plans and permitting. This phase shall also include a load rating of the designed boxes using AASHTO Bridge Rating, and submittal of the load rating and model to the NDDOT. Final Design will be considered complete upon delivery and approval of final construction plans, specifications, estimates, certifications, and NDDOT approval of all other deliverables.

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
- 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. McHenry County will only consider proposals received prior to **11:00 AM CST, August 22, 2022**. 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.

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. Consulting firms selected for interviews will be contacted on or before August 30, 2022, to schedule interviews.

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 and 1 PDF version of their proposals to:

McHenry County Auditor
407 Main St S Rm 201
Towner, ND 58788
BRP-2500(022), PCN 23555
701-537-5724
dcarpenter@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>