

# **Request For Proposal**

To Perform Construction Engineering

March 1, 2023

## **For Project:**

Pavement Marking and Signing, Project HLC-0007 (057) PCN-23570,  
Location 48.0200 miles in various locations Countywide in Burke County

## **Proposals must be delivered to:**

Burke County Auditor

103 Main ST SE

Po Box 310

Bowbells, ND 58721

By 1:00pm, March 22, 2023

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

Burke County will engage the services of a prequalified engineering firms to perform Construction Engineering on the following project in Burke County scheduled to be completed in 2023:

**Pavement Marking and Signing, Project HLC-0007 (057) PCN-23570, Location 48.0200 miles in various locations Countywide in Burke County**

**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
- 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. Burke County will only consider proposals received prior to **1:00pm CST, March 22, 2023**. 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.

Burke County will conduct interviews on **April 4, 2023**. 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 and 1 PDF version of their proposals to:

Burke County Auditor  
103 Main Street SE, PO Box 310  
Bowbells ND 58721  
HLC-0007 (057) PCN 23570  
701-377-2861  
avandegraft@nd.gov

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