

City of Alpine

Request for Qualifications for

Engineering Services

The City of Alpine requests the submission of qualifications statements, which will lead to the possible award of a contract to provide engineering services for a project involving the City's Wastewater Treatment Facilities.

I. Scope of Work - The engineering contract will encompass all project-related engineering services to the City of Alpine, including but not limited to the following:

- Submittal of an application to the Texas Water Development Board, U.S Department of Agriculture or other funding agencies
- Preliminary Engineering Report as required by the funding agency
- Environmental Assessment or
- Preliminary and final design plans and specifications
- Preparation of the bid packet
- Construction administration, conduct of all field testing and inspections (interim and final)
- Other special services as needed

II. Statement of Qualifications - The City is seeking to contract with a competent engineering firm, registered to practice in the State of Texas, that has had experience in the following areas:

- Waste water projects
- Federally-funded construction projects
- Projects located in this general region of the state

As such, please provide within your proposal a list of past client local governments, as well as resumes of all engineers who will or may be assigned to this project if you receive the engineering services contract award. Please include a copy of your current certificate of insurance for professional liability.

III. Evaluation Criteria - The proposals received will be evaluated and ranked according to the following criteria:

<u>Criteria</u>	<u>Maximum Points</u>
Experience	40
Work Performance	30
Capacity to Perform	20
Affirmative Action	10
Total	100

- IV. Deadline for Submission - The proposals received will be received no later than 4:00 PM, October 8th, 2018 at the following address: 100 N. 13th St. Alpine, Texas 79830. The proposal shall be no longer than 8 pages long, single sided on 8 ½ x 11 pages.
- V. Receipt of Proposals- If your firm is interested in being considered for this RFQ, one (2) original and an electronic copy of the proposal must be sealed and clearly marked on the face of the shipping material "TWDB RFQ- ENG., Attn: City Secretary" and must be received by the deadline stated in Section IV.
- VI. Contract and Negotiation Schedule- The consultant for Engineering services is expected to negotiate an agreement for services that is acceptable to the City. If an acceptable contract cannot be negotiated, the City may formally end negotiations and begin negotiating with the next highest qualified person or firm.

This contract is contingent upon release of funds from the Texas Water Development Board (TWDB). Any contract or contracts awarded under this Invitation for Bid (IFB) or Request for Qualifications (RFQ) are expected to be funded in part by a loan from the TWDB. Neither the State of Texas nor any of its departments, agencies, or employees are or will be a party to this IFB, RFQ, or any resulting contract. RFQ's are issued in accordance with Section 2254 of the Texas Government Code (Professional Services Act).

This contract is subject to the Environmental Protection Agency's (EPA) Disadvantaged Business Enterprise (DBE) Program, which includes EPA-approved fair share goals toward procurement of Minority and Women-owned Business Enterprise (M/WBE) firms. EPA rules require that applicants and prime contractors make a good faith effort to award a fair share of contracts, subcontracts, and procurements to M/WBEs through demonstration of the six affirmative steps. For more details of the DBE Program and the current, applicable fair share goals, please visit www.twdb.texas.gov/dbe.

The City of Alpine is an affirmative action/equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, handicap or national origin. Small, minority, and women-owned business enterprises are encouraged to submit proposals.