

REQUEST FOR PROPOSALS FOR PROFESSIONAL ENGINEERING MANAGEMENT SERVICES

The City of Prairie View is seeking to enter into a professional engineering services contract with a qualified professional engineer or engineering firm registered to practice in the State of Texas to assist the City in the overall professional engineering management of a recently awarded grant contract under the Public Works and Economic Adjustment Assistance Program (CFDA No. 11.300) administered by the United States Department of Commerce – Economic Development Administration (EDA). The following outlines the Request for Proposal (RFP).

I. SCOPE OF WORK

The professional engineer or engineering firm to be hired is to provide contract-related professional engineering services to the City of Prairie View, to encompass all project-related engineering services, including but not limited to the following areas:

- All preliminary and final design plans and specifications
- Obtain all required permitting and clearances associated with project startup and closeouts
- Preparation of all bid packets
- Conducting field testing and inspections (interim and final)
- Other special services as may be required to meet project goals and objectives

Please provide information which reflects your knowledge of these areas of responsibility. A copy of the project description is attached to this request.

II. STATEMENT OF QUALIFICATIONS

The City is seeking to contract with a competent professional engineer or engineering firm registered in the State of Texas that has had experience in municipal infrastructure development projects. Specifically, it is seeking those engineers or engineering firms with the following qualifications:

- Municipal water and sewer projects
- Past experience in providing professional engineering management services on capital improvement projects
- Past experience in providing professional engineering management services on federally funded construction projects.
- Past experience completing projects 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 and employees who will or may be assigned to this project if you receive the professional engineering management services contract award.

III. PROPOSED COST OF SERVICES

It is specifically requested that a Contingency Contract be submitted with proposed cost per progress points in the administration of the project. Please note that the lowest/best bid will not be used as the sole basis for entering into this contract.

IV. PREVIOUS EXPERIENCE WITH CITY

Please indicate your previous experience in providing professional engineering management services to the City of Prairie View and any of its relevant capital improvements and/or federally funded projects.

V. EVALUATION CRITERIA

The Statements of Qualification received will be evaluated according to the following criteria:

- Experience
- Work Performance
- Performance Ability

The City shall evaluate each Statement of Qualification received. If the City desires, the professional engineers and/or engineering firms will be notified to make a presentation before the selection process is completed.

VI. DEADLINE FOR SUBMISSION

The deadline for submission of the proposal is 2:00 P.M. on Thursday, November 19, 2015.

VII. ADDRESS CONTRACT, PROPOSAL & STATEMENT OF QUALIFICATIONS TO:

Janie Willman, City Administrator
City of Prairie View
44500 U.S. Business Highway 290
P.O. Box 817
Prairie View, Texas 77446-0817

The City of Prairie View is an Affirmative Action / Equal Opportunity Employer.

PROJECT SUMMARY

The City of Prairie View shall use EDA funds specifically for the Old Houston Highway and James Muse Parkway Infrastructure Development project. Construction shall include trenching for the installation of water and sewer lines, with the installation of a new water system approximately twelve thousand eight hundred linear feet (12,800 l.f.) of ten-inch (10") PVC (C-900) water main lines, with fifteen (15) fire hydrants, and all associated appurtenances. Also, construction shall include the installation of a duplex sanitary sewer lift station with approximately five thousand seven hundred linear feet (5,700 l.f.) of eight-inch (8") PVC force main lines, three thousand seven hundred linear feet (3,700 l.f.) of ten-inch (10") PVC sewer main lines, four (4) manholes, and all associated appurtenances.