

## REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES

The City of Wheeler is seeking to enter into an engineering services contract with a state-registered engineer for application preparation services with contingency options for project engineering if the project is funded. The following outlines this request for proposals.

I. Application Preparation Services

- Provide general advice and technical assistance to the City on application development and engineering matters.
- Develop required service area maps, cost estimates and other documentation as required by the grant application process.
- Other special services

II. Contingency Project Engineering - The engineering contract will also include a contingency amendment that can be further negotiated should the application be selected for funding. Please address all project-related engineering services to the City should it be selected for funding, including but not limited to the following:

- Preliminary and final design plans and specifications
- Preparation of the bid packet
- Conduct all field testing and inspections (interim and final)
- Other special services

Please specify actual tasks to be performed under each of these categories.

III. 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:

- Eligible program activities including but not limited to: sidewalks, lighting, activities required to eliminate architectural barriers for the disabled, elimination of slum and blight conditions (including demolition and clearance activity), etc.
- Federally-funded construction projects
- Projects located in this general region of the state
- Engineer/Firm is not debarred or suspended from the Excluded Parties List System (EPLS) of the System for Award Management (SAM) [www.sam.gov](http://www.sam.gov)

As such, please provide with 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.

Also, please provide a copy of your current certificate of insurance for professional liability.

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

<u>Criteria</u>	<u>Maximum Points</u>
Experience	60

Work Performance	25
Capacity to Perform	<u>15</u>
<b>Total</b>	100

V. Sample Engineering Services Contract – Attached for illustration purposes.

VI. Deadline for submission – 2:00 p.m., June 15<sup>th</sup>, 2020

**Please submit five (5) copies of the proposal to:**

Kristi Petit, City Secretary  
City of Wheeler  
P.O. Box 98  
Wheeler, TX 79096