### County of Sterling

**Request for Qualifications (RFQ) for Engineering Services**

Attached is a copy of the County of Sterling’s Request for Qualifications for engineering services. These services are being solicited to assist the County in a road repair project.

The submission requirements for this proposal are also included on the attached Request for Qualifications (RFQ) form. Firms and/or individuals must have past experience with similar road projects. Please submit **one (1)** copy of your proposal of services and statement of qualifications on an electronical version (CD or flash drive), as well as four (4) hard copies to the following address:

Mail to:

Judge Deborah Horwood

Sterling County Courthouse

Fourth Street

Sterling City, Texas 76951

The deadline for submission of proposals is 2:00 pm. On September 10th, 2021. The County of Sterling reserves the right to negotiate with any and all persons or firms submitting proposals, per the Texas Professional Services Procurement Act.

The County of Sterling is an Affirmative Action/Equal Opportunity Employer.

## Request for Qualifications (RFQ) for Engineering Services

The County of Sterling is seeking to enter into an engineering services contract with a state-registered engineering firm.

1. **Scope of Work** - The engineering contract will encompass all project-related engineering services to the County, including but not limited to the following:
   * Project planning assistance
   * Regulatory coordination and permitting assistance
   * Field Survey, site evaluations and environmental assessments
   * Preparation and review of preliminary and final design plans and specifications
   * Preparation and review of the bid packets
   * Bid support, evaluations and award recommendations
   * Construction administration services
   * Coordinate of field testing and construction inspection services
   * Review of project planning and design document submittals to the County by others
   * Other special services as required.
2. **Statement of Qualifications** - The County is seeking to contract with a competent engineering firm, registered and in good standing to practice in the State of Texas, that has had experience in the following areas:
   * County construction including but not limited to civil projects, roadway and bridge, drainage projects, utility, wastewater and waterworks projects, and other special projects as required.
   * Federal and state funded construction projects
   * Development project review to ensure the scope and standards meet the County regulations and specifications.
   * Staffing levels available to meet County’s needs

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

1. **Deadline for Submission -** Interested parties shall submit a statement of qualification to the Sterling County no later than 2:00 pm on September 10, 2021, to be considered for award. Respondent material must be enclosed in a sealed envelope, box or container, addressed to the point of contact identified below. The package must clearly identify the name, return address, and email address of the Respondent. It is the responsibility of the submitting entity to ensure that the proposal is received in a timely manner. Proposal received after the deadline will not be considered for award, regard of the

delay was outside the control of the submitting consultant/firms. Please submit one electronic version CD or flash drive, and three (3) hard copies to the following address:

Attn:

Judge Deborah Horwood

Sterling County Courthouse

Fourth Street

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

|  |  |
| --- | --- |
| **Factor** | **Weight** |
| Experience | 40% |
| Work Performance | 30% |
| Capacity to Perform | 30% |
| **Total** | 100% |

1. **Negotiation** – Upon receipt of proposal, the County will review select the most qualified firm based on demonstrated competence and qualifications and then negotiate with that provider to establish a contract at a fair and reasonable rate. If a satisfactory contract cannot be negotiated with the most qualified firm, the County will formally end the negotiations with that firm, select the next most qualified provider, and attempt to negotiate a contact with that provider at a fair and reasonable price. The County will continue the process describe above to select and negotiate with providers until a contract is reached and awarded. The County reserves the right to reject all submittal