

**ENGINEERING SERVICES
REQUEST FOR PROPOSALS
AND
STATEMENT OF QUALIFICATIONS**

To provide advice, professional recommendations and engineering services to the City of Carbon, Texas (the “City”) for various capital financing projects and provide assistance with possible loan, loan forgiveness or disadvantaged funding through the Texas Water Development Board (“TWDB”).

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

- Preparation of an Engineering Feasibility Report and, if required, an Environmental Information Document in accordance with requirements of the Texas Water Development Board (TWDB)
- Preliminary and final design of plans and specifications
- Preparation of the bid packet and construction documents
- Construction phase engineering and inspections (interim and final)
- Other special services as may be required.

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 experience in the following areas:

- Experience with municipal waterworks projects.
- Experience with TWDB funded construction projects.
- Projects located in this region of the state.
- Projects incorporating design and construction of water supply systems.

As such, please provide within your proposal a list of past projects with contact information, as well as resume of all engineers who will or may be assigned to this project, if you are awarded the engineering services contract.

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

<u>Criteria</u>	<u>Maximum Points</u>
Experience	25
Past Work Performance	25
Capacity to Perform	15
Familiarity with this Project	25
Affirmative Action	<u>10</u>
Total	100

IV. Receipt of Proposals – If your firm is interested in being considered as Project Engineer for the City, proposals must be received no later than **12:00 PM (local time)** on **March 12, 2020**, at City Hall, 321 Main Street, Carbon, TX 76435. One (1) copy

of the proposal must be sealed and clearly marked on the face of the shipping material “Engineering Services RFP”.

The City reserves the right to negotiate with any and all engineers of firms that submit proposals, as per the Texas Professional Services Act. Qualified SBE, MBE and WBE firms are encouraged to submit proposals in response to this invitation. The City affords Affirmative Action to qualified small, minority and women-owned businesses. Please note that the successful respondent is required to make a “good faith effort” toward affording opportunity for qualified SBE, MBE, and WBE participation and submit, if required, supporting documentation to the TWDB.

V. Additional Information

- A. This contract is contingent upon release of funds from the Texas Water Development Board (TWDB).
- B. Any contract or contracts awarded under this Invitation for Bid (IFB) or Request for Proposal (RFP) 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, RFP, or any resulting contract.
- C. 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) businesses. 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.
- D. Equal Opportunity in Employment - All qualified Applicants will receive consideration for employment without regard to race, color, religion, sex, age, handicap or national origin. Bidders on this work will be required to comply with the President's Executive Order No. 11246, as amended by Executive Order 11.375, and as supplemented in Department of labor regulations 41 CFR; Part 60. Small, minority and women-owned firms are encouraged to submit proposals.