

# **REQUEST FOR PROPOSAL**

## **TO PERFORM CONSTRUCTION ENGINEERING**

### **FOR PROJECT:**

BRP-0013(025) PCN 19894  
108M Bridge Replacement  
Structure No. 13-112-31.0  
Over Spring Creek, In Killdeer, ND  
(T145N, R96W, S24)

### **PROPOSALS MUST BE DELIVERED TO:**

Dunn County Road Department  
458 CC Ave  
Killdeer, ND 58640  
By 2:00pm MST April 1, 2024

**REQUEST FOR PROPOSALS  
CONSTRUCTION ENGINEERING,  
SURVEY, MATERIAL TESTING & INSPECTION  
BRP-0013(025) PCN 19894  
108M BRIDGE**

**INTRODUCTION**

The Dunn County Highway Department will engage the services of a prequalified engineering firm to perform construction engineering on the following project in Dunn County scheduled to be completed by November 1, 2024. The project has been included in the June 9, 2023 bid opening as BRP-0013(025), PCN 19894.

**DESCRIPTION OF PROJECT**

Work at this site consists of removing and replacing an existing 60-foot, single span timber bridge supported on concrete abutments with a precast double cell 16'x10'x52' R.C.B.

**WORK TO BE PERFORMED BY CONSULTANT INCLUDES**

Inspection, Survey, Materials Testing, Coordination, and measuring and computing pay quantities. Firms submitting proposals must be prequalified with NDDOT to perform the construction engineering activities identified above. Firms may hire sub-consultants to perform work outside of their prequalified area of expertise.

The selected firm will be responsible for all construction observation and survey to verify the contractor's work is performed according to the governing specifications, plans, and special provisions including the provisions of the NDDOT's Standard Specifications for Road and Bridge Construction, Materials Sampling and Testing Manual, Constructions Records Manual, and Construction Manual. The Consultant's material sampling and testing personnel must be certified under the NDDOT Testing Qualification Program. The selected firms shall provide a Registered Engineer to directly supervise all Construction Engineering projects as required by Title 28 of the North Dakota Administrative Code. The selected firm will prepare the required engineering and administrative documents and records as required by the Department. The selected firm shall provide a work force adequate to perform the work necessary to meet the Contractor's work schedule. The Consulting Engineer's Project Manager assigned to the project shall be capable of reading and interpreting project documents for proper execution of the project in accordance with the plans and specifications.

**EVALUATION AND SELECTION PROCESS**

Engineering firms interested in performing the work shall submit one electronic copy in PDF format of their proposal to:

Dunn County Highway Department  
458 CC Ave  
Killdeer, ND 58640  
David.Lym@DunnCountyND.org

The proposal pages shall be numbered and must be limited to 5 pages in length. Proposals that exceed the 5-page length requirement will not be considered. Each proposal shall contain a cover letter signed by an authorized officer of the firm. The cover letter will not be counted as one of the 5 pages. The proposal should list the personnel who will be assigned to work on the project, including titles, education, and work experience.

Dunn County will only consider proposals received prior to 2:00 P.M. on April 1, 2024. Late proposals will be deemed unresponsive.

The consultant's proposal may include an appendix. Resumes, references, a statement of qualifications, and other

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materials outlining experience may be included in an appendix. The appendix will not be considered as a part of the 5-page proposal. Each proposal will be evaluated by a selection committee. It's anticipated that interviews of the three top-ranking consultants will occur on Thursday April 11, 2024.

Selection will be on the basis of the following criteria:

- Past performance;
- Ability of professional personnel;
- Willingness to meet time and budget requirements;
- Recent, current, and projected workloads of the persons and/or firms;
- Related experience on similar projects;
- Recent and current work for the agency; and
- Project understanding, issues, & approach.

The proposal must contain a list of any tasks that may be let to sub consultants should the consultant be awarded the contract.

**RIGHT OF REJECTION**

Dunn County reserves the right to reject any or all proposals.

Title VI assures that no person or group of persons may, on the grounds of race, color, national origin, sex, age, or handicap or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs or activities administered by the Department. For information regarding the Title VI Program see the NDDOT website at: <http://www.dot.nd.gov/divisions/civilrights/titlevi.htm>