

REQUEST FOR PROPOSAL

TO PERFORM

CONSTRUCTION ENGINEERING SERVICES

January 31, 2025

FOR PROJECT:
BRP-BRJ-0006(052), PCN 23550

Structure Replacement
Existing Structure No. 06-109-16.0
New Structure No. 06-109-16.1
Bowman County, ND

PROPOSALS MUST BE DELIVERED TO
THE OFFICE OF THE BOWMAN COUNTY AUDITOR
104 1st Street NW, Suite 1
Bowman, ND 58623
By 1:00 PM, February 27, 2025

**REQUEST FOR PROPOSALS
TO PERFORM
CONSTRUCTION ENGINEERING SERVICES
FOR BOWMAN COUNTY**

BRP-BRJ-0006(052), PCN 23550

Bowman County is requesting the services of qualified engineering firms to perform construction engineering and affiliated services to complete the following project.

Structure 06-109-16.0 is located 17 miles south and 3 miles east of Marmarth. Key project elements include structure replacement, grading, and incidentals.

Work to be performed by Consultant includes:

Project Management, Project Administration, Construction Observation, Construction Staking, and Material Testing. Additional services, if required, may be negotiated and supplemental agreements issued based on the consultant's performance, the consultant's proposal and available funding.

Firms are invited to submit a proposal for the project listed above. The Proposals shall provide the following information:

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

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. 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. Bowman County will only consider proposals received prior to **1:00 PM, February 27, 2025**. Late proposals will be deemed unresponsive.

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

Bowman County will conduct interviews. The County plans to interview up to three (3) of the most qualified engineering firms based on whose proposals most clearly meet the RFP requirements. Interviews will take place on a date to be determined by the County. Firms not selected to be interviewed will be notified in writing.

Fees shall be negotiated with the successful firm. If the fee cannot be agreed upon, the County reserves the right to terminate negotiations, and then negotiate with the second and third ranked firms in order, if necessary, until a satisfactory contract has been negotiated.

All costs associated with the proposal shall be borne by the proposer. The County reserves the right to

reject any and/or all proposals and to not award contracts for any and/or all projects.

Engineering firms interested in performing the work shall submit seven (7) hard bound copies and an electronic pdf file of their proposal to:

Mindy Schumacher
County Auditor
104 1st St NW, Ste. 1
Bowman, ND 58623
BRP-BRJ-0006(052), PCN 23550
701-523-3130
mischumacher@bowmancountynd.gov

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<http://www.dot.nd.gov/divisions/civilrights/titlevi.htm>