

REQUEST FOR PROPOSAL

TO PERFORM

CONSTRUCTION ENGINEERING

February 4, 2025

FOR PROJECT:

BRP-BRJ-0039(049), PCN 23560

Structure Replacements
Structure # 39-128-43.2
Structure # 39-131-43.0
Richland County, ND

PROPOSALS MUST BE DELIVERED TO
THE OFFICE OF THE RICHLAND COUNTY HIGHWAY DEPARTMENT
418 2ND Ave North
Wahpeton, ND 58075
By 5:00 PM, February 28, 2025
Interviews on March 4, 2025

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

BRP-BRJ-0039(049), PCN 23560

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

Structure 39-128-43.2 is located 5 miles west and 2.5 miles south of Fairmount, ND on 177th Ave SE in LaMars Township. Structure 39-131-43.0 is located 2 miles west and 2.5 miles south of Fairmount, ND on 180th Ave SE in LaMars Township. Key project elements include structure replacements at each location.

Bid opening was held November 15, 2024. Plans can be reviewed at the Richland County Courthouse, Highway Department Office, 418 2nd Ave N, Wahpeton, ND 58075.

Work to be performed by Consultant includes:

Construction Services: Perform Project Management, Project Administration, Construction Observation, Surveying, 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. Richland County will only consider proposals received prior to **5:00 PM, February 28, 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.

Richland 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 six (5) hard bound copies and an electronic pdf file of their proposal to:

Jesse J. Sedler, PE
County Engineer
Richland County Highway Department
418 2nd Ave N
Wahpeton, ND 58075
BRP-BRJ-0039(049); PCN 23560
701-642-7810
jsedler@co.richland.nd.us

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>