

# **REQUEST FOR PROPOSAL**

## **FEBRUARY 19, 2024**

### **TO PERFORM CONSTRUCTION ENGINEERING FOR PROJECTS:**

CERP-0204(055) PCN 24080 – Grade Raise  
CERP-0221(084) PCN 24081 – Slide Repair  
CERP-0221(085) PCN 24082 – Slide Repair

PROPOSALS MUST BE DELIVERED TO  
BARNES COUNTY HIGHWAY DEPARTMENT BY  
BY 11:00 AM MARCH 12<sup>TH</sup>, 2025  
1525 12<sup>TH</sup> ST NW  
VALLEY CITY, ND 58072

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

Barnes County is requesting the services of qualified engineering firms to perform Construction Engineering on the following projects to be completed in 2025:

- CERP-0204(055) PCN 24080 – Grade Raise (2.3 Miles E of Wimbledon)
- CERP-0221(084) PCN 24081 – Slide Repair (1 Mile S of Kathryn)
- CERP-0221(085) PCN 24082 – Slide Repair (11 Miles N of Valley City)

Barnes County intends to execute one contract per project. Barnes County reserves the right to assign work in phases and have the firms selected perform any additional work not currently assigned. Project work items may be added or removed from the contract by work authorization or supplementary agreement. Work to be performed on each project by the Consultant includes:

Construction Engineering Services, including but not limited to construction survey, project administration, construction observation, material testing and record keeping using the NDDOT CARS system. All work shall be performed to NDDOT standards and procedures.

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

- Past Performance
- Ability of professional personnel
- Willingness to meet time and budget requirements
- Location
- 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 10 pages in length. Proposals that exceed the 10-page length requirement will not be considered. The cover letter will not be counted as one of the 10 pages. The proposal should list the personnel who will be assigned to work on the project, including titles, education, and work experience. Barnes County will only consider proposals received prior to **11:00 AM, March 12, 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 10-page proposal. Each proposal will be evaluated by a selection committee.

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

Jamie Smith  
Barnes County Highway Superintendent  
1525 12<sup>th</sup> Street NW  
Valley City, ND  
701-845-8508  
jsmith@barnescounty.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>