



CITY OF MARCELINE - REQUEST FOR QUALIFICATIONS

PROFESSIONAL ENGINEERING SERVICES:

PRELIMINARY ENGINEERING, DESIGN AND INSPECTION SERVICES

The City of Marceline requests qualifications for preliminary engineering, design and inspection services to assist in a proposed public facilities project to be partially financed with United States Rural Development-Rural Development funds. The project consists of the preparation of a Preliminary Engineering Report (PER) to address the upsizing and upgrading of specific water lines to provide increased fire protection and water supply needs of the community together with design and inspection services should the City elect to proceed with the project after the preliminary engineering report.. The PER should thoroughly examine all reasonable alternatives, as well as give consideration to options which will improve cost effectiveness in construction and operation of needed facilities. In addition, the scope of work may include the preparation of an Environmental Report examining environmental factors associated with various alternatives examined in the PER. The PER scope of work is more specifically described in detail in the appropriate RUS Bulletin 1780-2. Procedures for assessing environmental impacts are described in RUS Instruction 1970. All RUS Bulletins and RUS Instruction 1970 may be accessed via the internet at <https://www.rd.usda.gov/publications/regulations-guidelines/instructions>.

Information provided to the City must include at a minimum:

1. The specialized experience and technical competence of the firm with respect to water system improvements or related work.
2. The capacity and capability of the firm to perform the work in question, including specialized services within a period of 75 to 90 days, depending on the complexity of the PER, to be negotiated by the community and selected firm.
3. The past record of performance of the firm with respect to such factors as control costs, quality of work, ability to complete a thorough PER that complies with RUS Bulletins, and ability to meet schedules.
4. The firms' proximity to and familiarity with the area in which the project is located.
5. Reference from previous clients of related work with the firm within the past five years including projects with multiple funding sources.
6. Documentation of compliance with E-Verify requirements.

The firm will be selected based on the above qualifications. Once the most qualified firm is selected, a cost for the preliminary engineering will be negotiated separately from the cost for engineer design and construction inspection which may include an Environmental Report. Contracting for these two activities shall occur separately and costs/payments associated with each will be clearly defined. Contracts executed for engineering design and construction inspection service shall be contingent upon awarded of the grant and commitment of all project funds.

Nine bound copies and a bookmarked pdf file of the above information should be submitted no later than **Tuesday, June 4, 2019 at 2:00 pm** to the City of Marceline, 116 N Main Street USA, Marceline, MO 64658. Responses shall be placed in a sealed envelope marked clearly, "RFQ Response – Water Line Project". Prospective engineering firms are advised that no obligation or commitments are incurred by the community in announcing this Request for Qualifications.

For more information, contact Water / Wastewater Superintendent Roger Sullivan at 660.376.0700 or roger.sullivan@marcelinemo.us or City Clerk Lindsay Krumpelman at 660.376.3528 or lindsay.krumpelman@marcelinemo.us.

The City of Marceline is an Equal Opportunity Employer and encourages the submission of proposals from minority and women-owned firms. It is the intention that the City Of Marceline, after appropriate evaluations and interviews, will select the best qualified engineering firm and enter into an Agreement for such services. The City reserves the right to accept and/or reject any and or all submittals, and to request additional information from any and/or all respondents.