

REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES

The City of Mandan hereby solicits written proposals from professional civil engineering firms for engineering services required for the purpose of:

Provide planning, design engineering, pre-bid and bid services for the I-94 Interceptor Sewer Line. This project stems from our masterplan amendment completed in 2013. More specifically, the project is to install a new sanitary sewer line north of I-94 and running parallel with the interstate from Sunset Avenue and through Collins Avenue at which point it will connect into our existing system.

The general schedule of this project is to design and secure rights to construct in this corridor from the fall of 2020 into the spring of 2021. The City desires to bid this project as early in 2021 as feasibly possible. The pipe would then be installed during the 2021 construction season.

Written proposals shall address, at a minimum, the following items of consideration; the firm's:

- 1) Past performance (Does not have to be with the City of Mandan)
- 2) Ability of professional personnel
- 3) Basic project understanding
- 4) Willingness to meet time and budget requirements
- 5) Location of firm's staff performing the work
- 6) Related experience on similar projects

The selection of the firm will be based on the evaluation of the written proposals and interviews by the selection committee. The selection committee may interview all or some of the firms based on the proposals. The selection committee will then forward their recommendations to the Board of City Commissioners for their consideration. Price will be negotiated with the selected firm. If an agreement on scope of work and cost is reached with that firm, an engineering agreement will be executed with them.

Written proposals from qualified consultants will be accepted until 4:30 p.m., Friday, October 2nd. Proposal pages shall be numbered and limited to four (4) pages in length. 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 four (4) pages. The proposal may include appendices for more robust or additional information such as resumes, references, past projects, etc. that support the firm's capability. The appendices will not be considered as part of the four (4) page proposal and are not limited. The city anticipates reviewing the proposals during the week following October 2nd. Depending on the amount of proposals, the City may look to interview as early as the week of October 12th and as late as the week of October 26th. It is anticipated that a recommendation for selection will go before the Board of the City Commissioners for their consideration at either the October 20th or the November 3rd City Commission meeting.

During the RFP period, the city will accept questions in written form by emailing Justin Froseth at jfroseth@cityofmandan.com with the subject line including the text "Interceptor Sewer". All questions will be posted anonymously and answered within the [city's RFP section of the city website](#). Additionally, interested firms may request a half hour meeting with city engineering staff to ask questions about the project. Those questions are subject to posting on the city website as well.

For consideration, submit six (6) hard copies, and one (1) electronic copy of said proposal to:

City of Mandan
Engineering Office
205 2nd Avenue NW
Mandan, ND 58554