

**CITY OF WEST, TEXAS
ENGINEERING SERVICES
REQUEST FOR QUALIFICATIONS**

The City of West (the “City”) is seeking to enter into an engineering services contract with a state-registered engineering firm. The City of West is in the process of applying for funding through the Texas Water Development Board (TWDB). Interested firms may submit a Statement of Qualifications (SOQ) according to the following criteria the City reserves the right to accept or reject any or all proposals for any reason deemed to be in the best interest of the City.

I. **Scope of Work** : The engineering contract will encompass all project-related engineering services for the City, including but not limited to the following:

- Preparation of an Engineering Feasibility Report and, if required an Environmental Information Document in accordance with requirements of the Texas Water Development Board (TWDB)
- Preliminary and final design plans and specifications
- Preparation of the bid packet and construction documents
- Construction phase engineering and inspections (interim and final)
- Other special services as may be required

II. **Statement of Qualifications**: The City is seeking to contract with a competent engineering firm, registered to practice in the State of Texas, which has experience in the following areas:

- Experience with wastewater collection and treatment projects
- Experience with TWDB-funded construction projects
- Projects located in this region of the state

As such, please provide within your proposal a list of past projects with contact information, as well as resumes of all engineers who will or may be assigned to this project, if you are awarded the engineering services contract.

III. **Evaluation Criteria**: The proposals received will be evaluated and ranked according to the following criteria:

<u>Criteria</u>	<u>Maximum Points</u>
Experience/Past Work Performance	35
Experience with Projects in this Area	20
Capacity to Perform	15
Familiarity with this Project	25
Affirmative Action	<u>5</u>
Total	100

IV. **Dateline For Submission**: If your firm is interested in being considered for this project, **proposals must be received no later than 4:00 PM (Central Time) on October 1, 2020, at the City Hall, 110 N. Reagan St., (P.O. Box 97), West, TX 76691.** Please limit your response to ten (10) pages (not including resumes) with a minimum font size of 11. Three (3) copies of the proposal must be sealed and clearly marked on the face of the shipping material “TWDB ENGINEERING RFQ”.

The City reserves the right to negotiate with any and all engineers or firms that submit proposals, as per the Texas Professional Services Act. Qualified SBE, MBE and WBE firms are encouraged to submit proposals in response to this invitation. The City affords Affirmative Action to qualified small, minority and women-owned businesses. Please note that the successful respondent is required to make a “good faith effort” toward affording opportunity for qualified SBE, MBE, and WBE participation and submit, if required, supporting documentation to the TWDB.

V. **Additional Information**

- A. This contract is contingent upon release of funds from the Texas Water Development Board (TWDB).
- B. Any contract or contracts awarded under this Request for Qualifications (RFQ) are expected to be funded in part by a loan from the TWDB. Neither the State of Texas nor any of its departments, agencies, or employees are or will be a party to this IFB, RFQ, or any resulting contract.
- C. This contract is subject to the Environmental Protection Agency (EPA)’s fair share policy, which includes EPA-approved fair share goals for Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) firms in the Construction, Supplies, Equipment, and Services procurement categories. EPA’s policy requires that applicants and prime contractors make a good faith effort to award a fair share of contracts, subcontracts, and procurements to SMWBE’s. although EPA’s policy does not mandate that the fair share goals be achieved, it does require applicants and prime contractors to demonstrate use of the six affirmative steps. The current fair share goals for the State of Texas are as follows:

	<u>MBE</u>	<u>WBE</u>
Construction	19.44%	9.17%
Supplies	25.34%	8.82%
Equipment	16.28%	11.45%
Services	20.41%	13.66%

- D. Equal Opportunity in Employment - all qualified Applicants will receive consideration for employment without regard to race, color, religion, sex, age, handicap or national origin. Bidders on this work will be required to comply with the President’s Executive Order No. 11246, as amended by Executive Order 11375, and as supplemented in Department of labor regulations 41 CFR, Part 60. The City is an Affirmative Action/Equal Opportunity Employer. Small, minority and women-owned firms are encouraged to submit proposals.