Request for Qualifications

BY: City of Milton-Freewater

FOR: Design and Construction Engineering
Pave & Construct Pedestrian Improvements on South Main Street
Contract 237

The City of Milton-Freewater is seeking interested engineering firms to submit a list of pertinent Qualifications for completing the design and construction engineering for the project described below. Responses must be addressed to the City of Milton-Freewater, attn.: Dave Bradshaw and will be accepted by the Public Works Department, 501 Lamb Street, PO Box 6, Milton-Freewater, OR 97862 through Monday, September 20, 2010 at 8:00 o'clock a.m.

The subject project is the design and construction engineering for the paving and construction of pedestrian improvements on South Main Street to include the installation of handicapped ramps at all intersections; parking strip removal and repaving which is planned to be ground and resurfaced.

Project description and qualification criteria information packets may be obtained by contacting Krista Sheridan in the Public Works Department at 501 Lamb Street, PO Box 6, Milton-Freewater, OR 97862, E-mail: krista.sheridan@milton-freewater-or.gov or phone at 541-938-8270.

The City reserves the right to reject any or all qualifications, to postpone making the award for a reasonable length of time, or waive informalities, and to accept the qualifications deemed the best in the interest of the City considering the experience and equipment of the proposer and the time required for completion.

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DUE DATE: Monday, September 20, 2010 at 8:00 o'clock a.m.

SUBMITTAL LOCATION: Public Works Department, 501 Lamb Street, PO Box 6, Milton-Freewater, OR 97862. Qualifications must be received at this location on or before said due date. Proposers are solely responsible for this.

PROJECT DESCRIPTION:

1. Install handicapped ramps.

Sidewalks were constructed years ago leaving most all of them without handicapped accessible ramps. It is planned to update all intersections with updated ramps.

2. Parking strip removal and repaving.

When South Main Street was overlaid by the State of Oregon the parking strip area was not resurfaced leaving a deteriorated surface. We plan to grind this area and resurface it.

REQUIREMENTS/CRITERIA:

Qualification submittals may not exceed ten (10) pages in total length.

Proposers responding to this request for qualifications do so solely at their expense, and Contracting Agency is not responsible for any Proposer expenses associated with the RFQ.

The following is from the State of Oregon Department of Justice, Attorney General's Public Contracts Manual – 2008, Page 299, 137-048-0210.

(E)

(i) Amount and type of resources and number of experienced staff Consultant has available to perform the Engineering Services described in the Request for Qualifications within applicable time limits, including the current and projected workloads of such staff and the proportion of time such staff would have available for the Engineering Services.

(ii) Proposed management techniques for the Engineering Services described in the Request for Qualifications.

(iii) A Consultant's capability, experience and past performance history and record in providing similar Engineering Services, including but not limited to quality of work, ability to meet schedules, cost control methods and contract administration practices.

(iv) A Consultant's approach to Engineering Services described in the Request for Qualifications and design philosophy, if applicable;

(v) A Consultant's geographic proximity to and familiarity with the physical location of the Project.

(vi) Volume of work, if any, previously awarded to a Consultant, with the objective of effecting equitable distribution of Contracts among qualified Consultants, provided such distribution does not violate the principle of selecting the most qualified Consultant for the type of professional services required;

(vii) A Consultant's ownership status and employment practices regarding women, minorities and emerging small businesses or historically underutilized businesses.