 **ESCALANTE CITY**

 56 NORTH 100 WEST ▪ P.O. BOX 189 ▪ ESCALANTE, UT 84726

 Phone: (435) 826-4644 ▪ FAX: (435) 826-4642

**REQUEST FOR QUALIFICATIONS (RFQ) FOR**

**PROFESSIONAL ENGINEERING SERVICE**

 ***Deadline for all submittals is 07/06/2021 -******4:00 p.m.***

 ***Maximum number of SOQ pages: 10 pages***

 ***Electronic Submission:*** ssteed@escalantecity.com

Escalante City is soliciting Statements of Qualifications from qualified civil engineering firms with ten years or more experience in planning, design, and construction related to water resources engineering. The selected engineering firm shall employ licensed professional engineers within the state of Utah. Additionally, Escalante City is seeking qualified engineering firms with FEMA grant and cooperative agreement programs including FEMA’s Flood Mitigation Assistant grant program as well as FEMA’s Building Resilient Infrastructure and Communications (BRIC) grant program.

In connection with this RFQ, Escalante City requires qualifications and knowledge of applicable design guidelines and related federal, state, and local government regulatory requirements; familiarity with and knowledge of the Escalante City’s standards and preferences; previous working relationship with the Escalante City; the capability to produce high-quality engineering construction plans, specifications, cost estimates, and reports; full awareness of applicable requirements for design reviews, observations, and approvals required before, during and after construction completion; and substantial experience with specific examples of on-time, on-budget planning, design, environmental, construction observation and project management.

Escalante City anticipates selecting one of the responding firms, but there is no guarantee any responding firm will be selected. Selection of an engineering firm will be based upon the review of the submitted Statements of Qualification.

**SCOPE OF WORK**

Specifically, Escalante City is interested in seeking funding, funding procurement assistance, and completion of engineering and scoping studies which may result in subsequent engineering design and consulting contracts. It is anticipated the studies will include recommendations for and evaluation of flood protection and mitigation measures, flood protection project studies and alternatives, evaluation and feasibility of project alternatives, benefit cost analyses, and preparation of cost estimates for any anticipated infrastructure improvements, permitting, and/or construction.

Any studies may also consider impacts to local codes and ordinances and potentially shape future development requirements. Additional alternatives to be considered in such studies include, but are not limited to, channel cleaning, bank protection/canal improvements, levee construction, resizing and realigning flood channels, construction of flood diversion structures, construction of debris basin, and upgrades to existing culverts, among others.

Additional services may include advising and/or representing Escalante City on various matters concerning ongoing or contemplated infrastructure projects including proceedings before funding agencies, regulatory agencies, judicial bodies, public audiences, etc. when necessary.

All services shall be performed exclusively in the best interest of Escalante City, in strict accordance with all applicable professional, statutory, and regulatory standards and codes and in the most efficient and cost-effective manner.

**PROPOSAL REQUIREMENTS**

Escalante City will review each of the submitted proposals and select an engineering firm(s) based on the following information. The proposals and the performance data requested should include the following items:

1. Letter of Interest. Letter of interest introducing the firm, showing interest in the project, and identifying the firm’s project manager. The project manager is the firm’s representative who will have full responsibility for the services requested hereunder.
2. Name of firm and the location of the firm’s offices and the office where the majority of the work for Escalante City will be performed. The age of the firm and the average number of employees of the firm over the past five years and a brief history of the firm and the range of services offered.
3. The education, training and qualifications of key members of the firm and key employees to be assigned to Escalante City.
4. Project approach including the ability of the firm in successful funding procurement and managing the workload and the availability of adequate personnel, equipment, and facilities to perform the services expeditiously.
5. Recent successful projects completed by the engineering firm which are similar in nature to the anticipated project(s) being considered by Escalante City. The descriptions should indicate the technical experience and experience of the personnel with regard to this type of project.
6. Projects previously completed by the engineering firm for Escalante City and familiarity with Escalante City’s standards and preferences.
7. References for the firm and identified individuals involved in the project. References should include owner contact information.

**SUBMITTAL INSTRUCTIONS**

Proposals will be received at the City office, via electronic submission at the email address listed below **or** a printed proposal to the address below, until 4:00 p.m. on July 06, 2021. The number of pages of the proposal is to be limited to ten (10) pages. Correspondence, questions and/or clarifications of the proposal procedure should be directed to:

Escalante City

PO Box 189

56 North 100 West

Escalante, Utah 84726

ssteed@escalantecity.com

**SELECTION CRITERIA**

Escalante City will utilize the following in selecting the professional engineering firm:

* + **30 Points - Qualifications**: Competence to perform the services as reflected by technical training and education, engineering experience, funding procurement experience and direct experience in providing the services outlined herein. Experience of principal employees of the firm assigned to work with Escalante City, reflecting technical capabilities and significant project experience.
	+ **25 Points - Project Approach**: The firm’s history of successful funding procurement, effective budget and schedule management for similar projects, scope, categories, or similar type of work, in which the firm considers itself to be highly qualified.

* + **20 Points - Familiarity with Escalante City**: The firm’s understanding of project objectives, past project experience, and the firm’s local personnel that will work on the proposed project.
	+ **25 Points - Past Performance**: Evidence of firm’s capability to provide competent engineering services based on related past project history. The ability to perform the services as reflected by workload and the availability of adequate local personnel, equipment, and facilities, as well as companywide resources and personnel to perform the services in a timely manner when requested.

Escalante City has the right to refuse any and all bids without liability.