

REQUEST FOR QUALIFICATIONS ENGINEERING SERVICES

City of Devine, Texas

PROFESSIONAL ENGINEERING SERVICES

City OF DEVINE, TEXAS

RESPONSES DUE:

April 22, 2024

5:00 p.m.

Central Standard Time

City of Devine

303 North Teel Drive,

Devine, Texas, 78016

**REQUEST FOR QUALIFICATIONS
FOR
PROFESSIONAL GENERAL ENGINEERING SERVICES
FOR THE CITY OF DEVINE, TEXAS**

The City of Devine (City) is seeking written responses to a Request for Qualifications (RFQ) to retain an Engineering firm to provide general engineering services for public works support, subdivision review, streets, water, wastewater, underlying infrastructure improvements and any other assistance as requested by the city of Devine.

Sealed responses addressed to the City of Devine must be received **BEFORE MONDAY, APRIL, 22, 2024, 5:00 PM, CDT** to: City Administrator, David Jordan, 303 South Teel Drive, Devine, TX 78016. All Responses must be in the City's possession on or before the scheduled date and time. **Late responses will not be considered. The City of Devine, Texas is not open for weekend or holiday deliveries.**

Questions regarding the RFQ Packet may be directed to the City Administrator at City Hall, 303 North Teel Drive, Devine TX 78016 or by calling the City Hall at (830) 663-2804, or by email at cityadministrator@cityofdevine.com by April 22, 2024 at 5:00PM.

The contract will be awarded to the Respondent(s) based on (1) demonstrated competence and qualifications to perform the services, and (2) a fair and reasonable price. The professional fees under the contract may not exceed any maximum provided by law.

The City reserves the right to refuse and reject any or all responses, waive any or all formalities or technicalities, accept the response or portions of the response determined to be the best value and most advantageous to the City, and hold the responses for a period of 120 days without acting. Respondents are required to hold their responses firm for the same period.

Please email **one digital copy** of your proposal of services and statement of qualifications to cityadministrator@cityofdevine.com, as well as **six (6) hard copies** as directed below.

Hand-delivered & Courier Submissions:
City Administrator, David Jordan
303 North Teel Drive, Devine, Texas 78016

LABELING INSTRUCTIONS: Envelopes must be clearly marked:

**REQUEST FOR QUALIFICATIONS
For Professional Engineering Services**

**RFQ announcement can be found on the City of Devine website at
www.cityofdevine.org**

Request for Qualifications (RFQ) for Engineering Services

The City of Devine (City) is seeking to enter an engineering services contract with a state-registered engineer, for general engineering services. The following outlines this request for qualifications.

- I. Scope of Work - required details will be provided upon assignment of each individual task.

- II. Statement of Qualifications - The City is seeking to contract with a competent engineering firm, registered to practice in the State of Texas, that has had experience in the following areas:
 - Municipal construction including streets, water, wastewater and major infrastructure improvement projects
 - Registered and in good standing as a professional engineer per the Texas Engineering Practice Act; and
 - Projects located in this general region of the state.

As such, please provide within your proposal a list of past local

government clients, as well as resumes of all engineers that will or may be assigned to the city.

Also, please provide a copy of your current certificate of insurance for professional liability.

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

Criteria	Maximum Points
Experience	60
Work Performance	25
Capacity to Perform	15
Total	100

- IV. For this RFQ, Respondent's qualifications will be evaluated and the most qualified Respondent will be selected, subject to negotiation of fair and reasonable compensation.
- For costs of engineering professional services, negotiations must occur after the initial selection of the engineer as the most qualified respondent, as price cannot be used as a selection factor. (See 2 CFR 200.320(d)(5) and Texas Government Code § 2254.004)
- V. Deadline for Submission - Qualification statements will be received no later than 5:00 P.M on April 22, 2024, at the following address: 303 North Teel Drive, Devine Texas, 78016, Attn: City Administrator. A digital copy must also be emailed to Cityadministrator@cityofdevine.com