

# **REQUEST FOR PROPOSAL**

**February 15, 2022**

**TO PERFORM  
ENVIRONMENTAL, PRELIMINARY & DESIGN ENGINEERING SERVICES  
FOR PROJECT:  
62<sup>ND</sup> AVENUE SOUTH BRIC GRANT BRIDGE**

**Environmental, Preliminary & Design Engineering Services:  
Phases I & II**

**62<sup>nd</sup> Ave S, between Lake Drive & East Lake Drive  
Grand Forks Township, Grand Forks County  
New Bridge Structure**

**PROPOSALS SHALL BE DELIVERED TO  
NICK WEST  
GRAND FORKS COUNTY HIGHWAY DEPARTMENT  
BY  
12:00 PM (NOON) CENTRAL TIME MARCH 21<sup>ST</sup>, 2022  
1700 N Columbia Rd,  
Grand Forks, ND 58203**

## REQUEST FOR PROPOSAL

### PROJECT OVERVIEW

Grand Forks County has applied for a FEMA BRIC grant for a new bridge structure, currently the crossing consists of double 48-inch culverts. The crossing frequently becomes inundated with flood water and completely cuts off access to 35-single family homes. The new bridge would be built above the 100-year floodplain and provide access during flood events. The bridge would be located on 62<sup>nd</sup> Ave S, a 2-lane paved township road in Grand Forks Township, T151N - R50W, on section line 26/35, between Lake Drive and East Lake Drive. The structure is estimated to be 400' x 32'. The BRIC grant participates up to 75% of total project cost, the remaining 25% local match would be assessed to affect parcels.

Grand Forks County is requesting the services of qualified engineering firms to perform Phase I & II, Environmental, Preliminary & Design Engineering and affiliated services to complete the following project:

#### **62<sup>nd</sup> Ave S BRIC Grant Bridge: Phase I & II – New Structure, approximately 400' x 32'**

#### **Preliminary & Design Services**

Work to be performed by consultant includes: Project Management, Project Administration, Field/Ground Surveying, Environmental & Cultural Analysis & Review, Phase I Environmental Document, NEPA Approval, 4(f) document, Class III survey, wetland delineation, Army Corp Approval Permit, floodplain permit, FEMA mapping & approval, Geotechnical Engineering, Preliminary Design, Design Engineering and Bidding Coordination. Consultant shall perform all Phase 1 activities to achieve regulatory and local approval. The Consultant shall assist the County in administering the local match assessment, including the creation of a County assessment policy.

FEMA plans to notify applicants of approval/denial in July of 2022. The selected Consultant shall begin work closely after the County is notified of Grant award. If the County is unsuccessful, the project would be postponed indefinitely, with no Consultant compensation.

Additional services, if required, may be negotiated and supplemental agreements issued based on need and consultant's performance, the consultant's proposal and available funding.

Firms are invited to submit a proposal for the project listed above. The Proposals shall provide the following information:

- Past Performance
- Ability of professional personnel
- Willingness to meet time and budget requirements

- Office Location
- Recent, current, and projected workloads of the persons and/or firms
- Related experience on similar historic projects
- Recent and current work for the County
- Project understanding, issues, & approach

The proposal pages shall be numbered and must be limited to 10 pages in length. Proposals that exceed the 10 page length requirement will not be considered. The cover letter will not be counted as one of the 10 pages. The proposal should list the personnel who will be assigned to work on the project, including titles, education, and work experience. Grand Forks County will only consider proposals received prior to **12:00 PM, March 21, 2022**. Late proposals will be deemed unresponsive.

The consultant's proposal may include an appendix. Resumes, references, a statement of qualifications and other materials outlining experience may be included in an appendix. The appendix will not be considered as a part of the 10 page proposal. Each proposal will be evaluated by a selection committee.

Grand Forks County may conduct interviews. The County may interview up to three (3) of the most qualified engineering firms based on whose proposals most clearly meet the RFP requirements. Interviews will take place on a date to be determined by the County. Firms not selected to be interviewed will be notified in writing.

The County intends to execute one cost plus fixed fee contract. Fees shall be negotiated with the successful firm. If the fee cannot be agreed upon, the County reserve the right to terminate negotiations, and then negotiate with the second and third ranked firms in order, if necessary, until a satisfactory contract has been negotiated.

All costs associated with the proposal shall be borne by the proposer. The County reserve the right to reject any and/or all proposals and to not award contracts for any and/or all projects.

Engineering firms interested in performing the work shall submit four (4) hard bound copies and an electronic pdf file of their proposal to:

Grand Forks County Engineer  
1700 N Columbia Road  
Grand Forks, ND 58203  
701-780-8248  
nick.west@gfcounty.org

Title VI assures that no person or group of persons may, on the grounds of race, color, national origin, sex, age, or handicap or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs or activities administered by the Department. For information regarding the Title VI Program see the NDDOT website at: <http://www.dot.nd.gov/divisions/civilrights/titlevi.htm>

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