



CITY OF LAREDO

Environmental Services Department

Request for Qualifications

Project: Provide Design and Preparation of Plans and Specifications to prevent erosion of stream bank by Fasken Recreation Center utilizing alternate technologies such as rock-filled gabions, vegetative geo-grids, vegetative rip-rap etc. for stream bank protection.

The City of Laredo will solicit and receive qualifications until 4:00 P.M., on Friday, March 15, 2019 from qualified Consultants interested in providing Design and Preparation of Plans and Specifications to prevent erosion of stream bank by Fasken Recreation Center utilizing alternate technologies such as rock-filled gabions, vegetative geo-grids, vegetative rip-rap etc. for stream bank protection.

BACK GROUND:

Project:

The stream banks (see attached aerial) adjacent to the Fasken Recreation Center are experiencing severe erosion due to a composition comprising mainly of river silt. The City of Laredo is seeking the design and preparation of plans and specifications utilizing alternate technologies to keep the stream bank's natural aesthetic as well as preventing erosion to approximately 590 linear feet (320 linear feet on the North bank and 265 linear feet on the South bank).

Scope of Services include, but not limited to:

- Survey, design, cost estimates, and preparation of plans and specifications and bid documents.
- Utility review and coordination.
- Prepare and submit any Army Corps of Engineers correspondence if needed.
- Utilize the most cost effective alternate stream bank stabilization technology.
- Manage and provide all construction oversight.
- The design shall meet all City, State, and Federal guidelines/requirements.

Submission of Qualifications

Provide five (5) copies (including one unbound copy suitable for photocopying) of submittals and must contain the following information:

- 1 One page letter of interest that includes a synopsis and qualifications of the prime firm and sub-consultants, the project manager and primary contact, and the project principle representing the contractual authority of the firm.
- 2 An Organizational chart showing the prime consultant and subconsultants, the proposed relationships between key personnel and support staff who are expected to participate on the project, and which aspects of the work each person will be responsible for performing.
- 3 Profile(s) of firm or team members including number of employees, location, and relevant experience working on similar projects within the last two (2) years. Describe the firm's or team members experience with local governments or other public agencies in the development of similar projects.
- 4 Resumes of the project manager, principal and staff identified as having a major role in the project.
- 5 Provide a brief description of all firms participating in this submittal and its ownership structure. Indicate percentage ownership by women and minorities.
- 6 A description of the proposed approach to the use of alternate materials.
- 7 A detailed timeline for completing the projects.
- 8 Project descriptions for three (3) recent projects of a similar scope performed by the project manager, principal or team members within the last two (2) years. Provide the name of the client (include contact information), description of services provided, key personnel involved, year the project was completed, and estimated cost.
- 9 Disclose any material agreements, relationships, or employment your firm or team members has with any other firm, government agency or other person or entity that may create a conflict of interest or the appearance thereof.

SELECTION PROCESS AND CRITERIA

Process

The City Manager will assemble a review committee to evaluate all responses to this Request for Qualifications. From this review, the committee may select a consultant(s) solely on the basis of submittals, or may additionally identify a short list of individual or team candidates for possible interviews. The committee may contact any or all respondents to clarify submitted information. Upon selection of a firm, firms or individuals based on its evaluation of the respondent's submission, the City will negotiate a scope of services and other terms and conditions of an agreement with the selected firm(s). City intends to evaluate the submissions received and to select one or more firms with in thirty (30) days.

Selection Criteria

The City will select the consultant team(s) or individuals that most successfully meet the criteria listed below. The selection criteria and weighting is shown below:

- 1 Demonstrated experience of the consultant team(s) or individuals in the design, and implementation of alternate technologies for similar projects. (40 points)
- 2 Capacity of the team to provide the full range of project management skills needed and to adequately respond to scope requirements. (30 points)
- 3 Qualifications of the key individual(s) and or sub-contractors proposed to provide these services and the overall approach to the project and evidence of the Team's ability to generate creative solutions. (30 points)

Important Considerations

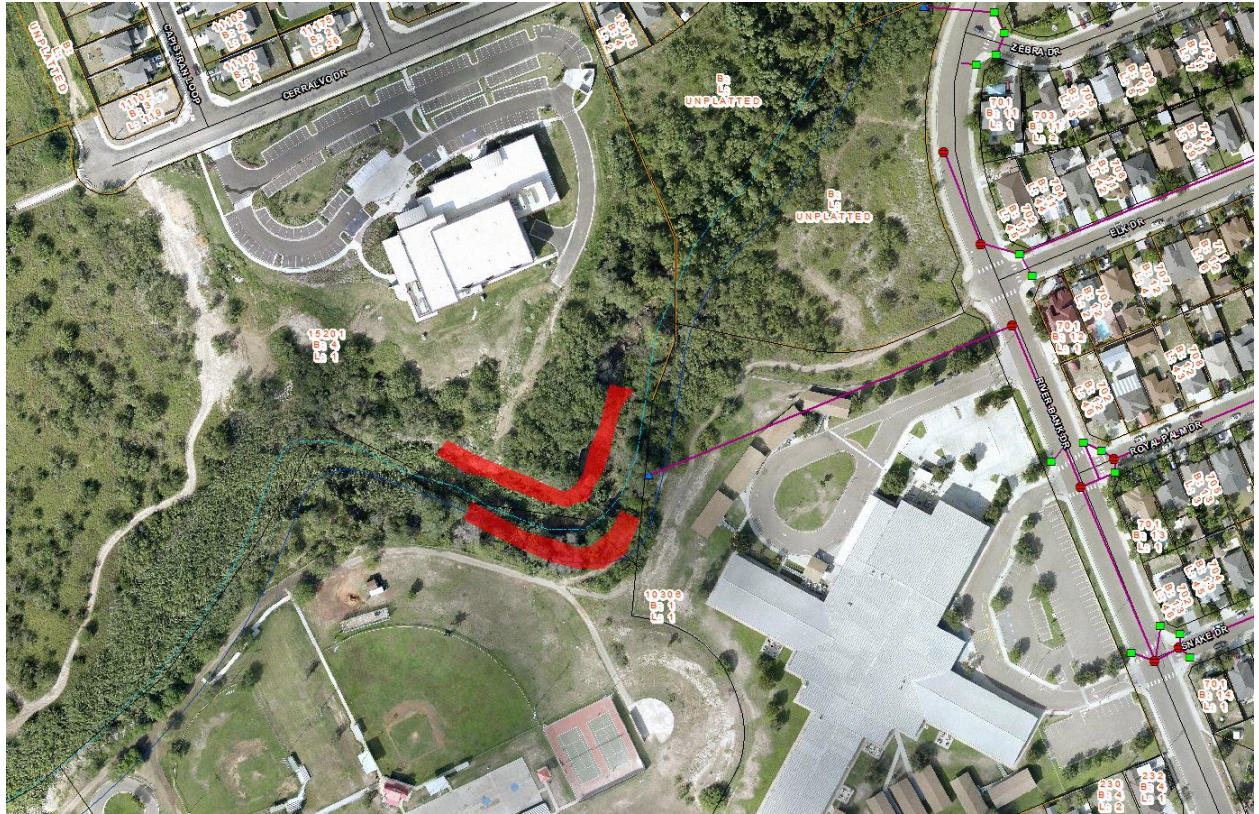
The City reserves the right, at its sole discretion, to 1) reject any or all submittals when, in its opinion, it is determined to be in the public best interest, 2) waive minor informalities of a submittal, 3) cancel, revise, or extend this solicitation, 4) request additional information which the City deems necessary, 5) extract, combine, and delete elements of individual submittals and to negotiate jointly or separately with individual proposers with respect to any or all elements of the proposal.

This Request for Qualifications does not obligate the City to pay any costs incurred by any respondent in the submission of a proposal or in making necessary studies or design for the preparation thereof, or for procuring or contracting for the services to be furnished under this request for qualifications. The City, encourages local participation and may give preference to Laredo firms when all considerations with other firms are equal. Firms submitting interest statements should be ready to contract within five (15) days after notifications of recommendation for award. The City of Laredo reserves the right to reject any or all submittals received and to award contract only upon availability of funding.

City may choose to negotiate separate contracts for the projects and may choose to select different firms for the individual projects.

Questions concerning the RFQ should be directed to Mr. John Porter, Director at 956-794-1650. Interested consultant firms should submit the qualifications consisting of the minimum number of typewritten pages sufficient to provide necessary information to:

John Porter, Director
Environmental Services Department
619 Reynolds Street;
Laredo, Texas 78040
(956) 794-1650



PUBLIC NOTICE

REQUEST FOR QUALIFICATIONS

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- Survey, design, cost estimates, and preparation of plans and specifications and bid documents.
- Utility review and coordination.
- Prepare and submit any Army Corps of Engineers correspondence if needed.
- Utilize the most cost effective alternate stream bank stabilization technology.
- Manage and provide all construction oversight.
- The design shall meet all City, State, and Federal guidelines/requirements

The consultant(s) selected must have demonstrated prior experience in designing and utilizing alternative technologies for similar projects.

Interested consultant firms should submit Five (5) copies (including one unbound copy suitable for photocopying) of submittals and must contain the minimum number of typewritten pages sufficient to provide necessary information to:

John Porter, Director
Environmental Services Department
619 Reynolds Street;
Laredo, Texas 78040
(956) 794-1650

Firms submitting interest statements should be ready to negotiate a contract within fifteen (15) days after notifications of recommendation for award.

The City of Laredo reserves the right to reject any or all submittals received and to award contract. Questions concerning the Request for Proposal should be directed to Mr. John Porter, Director at 956-794-1650.