



City of Winnsboro  
501 South Main Street  
Winnsboro, Texas 75494  
Phone: (903) 342-3654  
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www.cityofwinnsboro.org

## Request for Qualifications (RFQ) for Engineering / Architectural Services

### RFQ #22-02

Date: November 23, 2022

Re: Proposed Contract for Water Line Replacement, Street Rehab and Curb and Gutter

Attached is a copy of the City of Winnsboro's Request for Qualifications (RFQ) for preliminary engineering services and design engineering services. These services are being solicited to assist the City of Winnsboro in its 2022 GO Bond funded project for utility and street infrastructure improvements.

The submission requirements for this proposal are also included on the attached Request for Qualifications (RFQ) form. Please submit four (4) copies of your proposal of services and statement of qualifications for the proposed services to the following address:

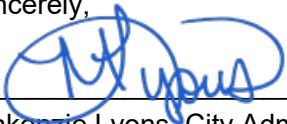
**City of Winnsboro  
Attn: City Secretary  
501 South Main Street  
Winnsboro, TX 75494**

**Along with your proposal, you must also include verification through the System for Award Management ([www.SAM.gov](http://www.SAM.gov)) that your company and the company's principals are not listed as debarred. Please include a recent printout of the search results with the date clearly visible.**

The deadline for submission of proposals is **3:00 PM, Wednesday, December 21, 2022**. The City of Winnsboro reserves the right to negotiate with any and all persons or firms submitting proposals, per the Texas Professional Services Procurement Act and the Uniform Grant and Contract Management Standards.

The City of Winnsboro is an Affirmative Action/Equal Opportunity Employer and encourages the submittal of proposals by Section 3 residents, businesses, and business concerns.

Sincerely,



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Makenzie Lyons, City Administrator

## Request for Qualifications (RFQ) for Engineering/Architectural/Surveying Services

The City of Winnsboro is seeking to enter into an engineering/architectural/surveying services contract with a state-registered engineer/architect/surveyor. The following outlines this request for qualifications.

- I. Scope of Work - The engineering/architectural/surveying contract will encompass all application and project-related engineering/architectural/surveying services to the City of Winnsboro under its **2022 GO Bond funded project for utility and street infrastructure improvements** including but not limited to the following:

- Preliminary and final design plans and specifications;
- Preparation of the bid packet;
- Conduct all field testing and inspections (interim and final); and
- Other special services.

Please specify actual tasks to be performed under each of these categories.

- II. Statement of Qualifications - The City of Winnsboro is seeking to contract with a competent engineering/architectural/surveying firm, registered to practice in the State of Texas, that has had experience in the following areas:

- Municipal construction including but not limited to the following project types: waterline replacement, curb and gutter, and street rehabs projects including mill and overlay.
- Registered and in good standing as a professional engineer per the Texas Engineering Practice Act.
- Projects located in this general region of the state
- Engineer/Firm is not debarred or suspended from the Excluded Parties List System (EPLS) of Sam.gov.

As such, please provide within your proposal a list, including contact information, of past local government clients, as well as resumes of all engineers/architects/surveyors that will or may be assigned to this project if you receive the engineering/architectural/surveying services contract award.

Also, please provide a copy of your current certificate of insurance for professional liability as well as recent SAM's clearance documentation with the date clearly visible.

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

<u>Criteria</u>	<u>Maximum Points</u>
Experience	60
Work Performance	25
Capacity to Perform	<u>15</u>
<b>Total</b>	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 architectural/engineering (A/E) professional services, negotiations must occur after the initial selection of the engineer or architect as price cannot be used as a selection factor. (See 2CFR 200.320 (d)(5) and Texas Government Code § 2254.004)
- V. Deadline for Submission - The proposals will be received **no later than 3:00 PM on Wednesday, December 21, 2022**. Please submit one digital PDF, the original and four (4) copies of your proposal of services and statement of qualifications to the following address:

**City of Winnsboro**

**Attn: City Secretary**

**501 South Main Street**

**Winnsboro, TX 75494**

**Email: [projects@winnsborotexas.com](mailto:projects@winnsborotexas.com)**

