I. Project Description

The Weld County Public Works Department is seeking qualification submittals from qualified vendors for Engineering Design Services. This project is located on the north side of the Town of LaSalle, which is approximately 3 miles south of Greeley just east of Highway 85. Weld County, LaSalle, and Union Pacific Railroad (UPRR) have formed a partnership to implement the proposed improvements. The proposed improvements include designing Weld County Road (WCR) 39, a new roadway segment, between WCR 50.5 and WCR 52 including the intersections at each end. This will be an alternative connection allowing access to US 85 when trains are blocking Main Street in LaSalle. LaSalle will close 5th Avenue (Pickle Dock) on each side of the UPRR railroad tracks once these improvements are constructed.

The requested services will include: land surveying, geotechnical investigation, utilities impact investigation with a subsurface utility engineering report and utilities identified and located to a minimum quality level B per ASCE 38, traffic study and recommendations, roadway horizontal and vertical design, hydrologic and hydraulic design for drainage, property ownership mapping, right-of-way acquisition plans, right-of-way acquisition services, environmental investigations and permitting, FEMA permitting, floodplain modeling and possible LOMR, construction plans and specifications preparation for a complete construction bid package, and project meetings. The construction project will need to be completed by the end of 2019. The design and floodplain modeling will need to be completed early to allow adequate time to acquire the right-of-way.

The Weld County Selection Committee will use the qualification submittals to conduct a review/scoring process and select a minimum of 3 qualified consulting firms (shortlist). Specific details pertaining to the project will then be provided to the selected consultants at a mandatory Pre-Proposal Meeting, and via a written request for proposals (RFP). Shortlisted Consultants will be asked to submit a cost/fee estimate as part of their Proposal.

Consultants shall clearly demonstrate their knowledge and capabilities to perform the engineering design services as described. Work is to be conducted in close coordination with County Public Works staff. Other pertinent information about this project includes:

- Funding for this project includes grant funds from the Colorado Department of Local Affairs (DOLA). The CDOT Local Agency processes will not be required.
- Consultants will be expected to frequently report on engineering design progress, attend regular monthly design progress meetings, and conduct CDOT F.I.R. and F.O.R. style meetings for drawings and specification reviews.
- Engineering design of construction plans for the roadway and intersection improvements.
shall be in accordance with applicable Weld County and CDOT Standards.

- Right-of-way plans, and acquisitions shall be in accordance with applicable Weld County and Colorado State Statutes and guidelines.
- The selected consultant will be asked to enter into a formal contract agreement with the County utilizing a standard Professional Services Agreement. A sample agreement is available to the consultant upon request.

**Consultant Selection Schedule (Anticipated)**

- RFQ Advertisement Issued------------------------ September 14, 2018
- Consultant Qualifications Due ------------------ October 2, 2018 (10:00 AM)
- Consultant Shortlist ----------------------------- October 9, 2018
- RFP and Pre-Proposal Meeting--------------------- October 16, 2018
- Consultant Proposals Due ------------------------ October 31, 2018
- Consultant Interviews (optional) & Selection----- November 6, 2018

Consultant qualification submittals for the above stated services will be received at the Office of the Weld County Purchasing Department in the Weld County Administrative Building, 1150 O Street Room #107 Greeley CO 80631 until: **Tuesday, October 2, 10:00 a.m. (Weld County Purchasing Time Clock). Please contact Erich Green, Project Manager, at 970-304-6496, Ext. 3742 with questions regarding this RFQ or project.** The consultant shall deliver five (5) hard copies of their submittal to the Weld County Purchasing Department by the due date. Limit the total length of your qualifications submittal to a maximum of **20 pages.**

**RFQ Selection Criteria**

Professional firms will be evaluated on the following criteria. These criteria will be the basis for review of the qualification submittals. The rating scale shall be from 1 to 5, with 1 being a poor rating, 3 being an average rating, and 5 being an outstanding rating.

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<thead>
<tr>
<th>WEIGHT</th>
<th>QUALIFICATION</th>
<th>STANDARD</th>
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<tbody>
<tr>
<td>5.0</td>
<td>Project Team</td>
<td>Qualifications, years of relevant experience, and proven abilities of key team personnel. Experience on similar projects as a working team.</td>
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<tr>
<td>5.0</td>
<td>Overall Firm Capabilities</td>
<td>Firm's size in relation to the project size, organizational structure, production facilities, and assets. Capabilities of sub-consultants which will be a part of the project team. Firm's size in relation to the project size, organizational structure, production facilities, and assets.</td>
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<td>4.0</td>
<td>Performance on Similar Projects</td>
<td>Demonstrated ability to produce successful results, meet projects schedules, meet project budgets, and fulfill project goals on similar projects.</td>
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<td>3.0</td>
<td>Work Location Familiarity</td>
<td>Project team's work location relative to the project site location. Key team member's familiarity with Weld County and the goals of the Department.</td>
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<td>3.0</td>
<td>Project Approach</td>
<td>The firm has described a logical approach towards ensuring a successful completion of the project. The firm has demonstrated a clear understanding of the project.</td>
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