

## Request for Qualifications for Engineering/Architectural Services

The City of Eagle Lake is seeking to enter into an **engineering services** contract with a State of Texas-registered engineer to assist with engineering services of its potential Advanced Metering Infrastructure (AMI)/Smart Meters project funded through their American Rescue Plan Act (ARPA) allocation. The following outlines this Request for Qualifications.

- I. **Scope of Work:** The engineering contract will encompass all project-related engineering services to the City of Eagle Lake, including but not limited to the following:
  - Preliminary cost estimates
  - Provide assistance regarding feasibility and effectiveness
  - Preliminary and final design plans and specifications
  - Preparation of the bid packet
  - Other special services
- II. **Statement of Qualifications:** The City of Eagle Lake is seeking to contract with a competent engineering firm, registered to practice in the State of Texas. Please provide the following information:
  - Brief history of the proposing entity, including general background, knowledge of and experience working with the relevant agency
  - Related experience working on federally funded construction projects
  - A description of work performance and experience with Federal Funds including a list of at least 3 references from past local government clients
  - A statement substantiating the service provider's resource and the ability to carry out the scope of work requested in a timely manner
  - Describe the service providers capacity to perform as well as resumes of all employees who will or may be assigned to provide services if your firm is awarded a contract through this solicitation
- III. **Evaluation Criteria:** Proposals received will be evaluated and ranked according to the following criteria:

<b>Criteria</b>	<b>Maximum Points</b>
Experience	60
Work Performance	25
Capacity to Perform	<u>15</u>
Total	100

The City will score and rank all eligible respondents. The City will negotiate a contract with the highest scoring respondent. If a contract cannot be reached, then the City will move down the list until a contract can be agreed upon.

IV. **Affirmative Action:** The City of Eagle Lake is an Affirmative Action/Equal Opportunity Employer and strives to attain goals for Section 3 of the *Housing and Urban Development Act of 1968 (12 U.S.C. 1701u)* as amended.

V. **Submission Requirements:** Please submit three (3) copies of your proposal to:

Mike Martinez  
Budget Officer  
City of Eagle Lake  
100 E. Main St.  
Eagle Lake, Texas 77434

VI. **Deadline for Submission:** Proposals must be received no later than 4 p.m. Wednesday, November 24, 2021.