

# REQUEST FOR QUALIFICATIONS ENGINEERING SERVICES

City of Eagle Lake, Texas



PROFESSIONAL ENGINEERING SERVICES  
2023 GENERAL OBLIGATION BONDS - STREET IMPROVEMENTS  
CITY OF EAGLE LAKE, TEXAS

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RESPONSES DUE:

August 4, 2023

4:00 p.m.

Central Standard Time

City of Eagle Lake

100 East Main

Eagle Lake, Texas, 77434

**REQUEST FOR QUALIFICATIONS  
FOR  
PROFESSIONAL ENGINEERING SERVICES  
FOR  
2023 GENERAL OBLIGATION BONDS - STREET IMPROVEMENTS  
CITY OF EAGLE LAKE, TEXAS**

The City of Eagle Lake (City) is seeking written responses to a Request for Qualifications (RFQ) to retain an Engineering firm to provide engineering services for street and underlying infrastructure improvements.

Sealed responses addressed to the City of Eagle Lake must be received **BEFORE FRIDAY, AUGUST 4, 2023, 4:00 PM, CDT** to: City Manager, Charles “Tink” Jackson, 100 East Main, Eagle Lake, TX 77434. All Responses must be in the City’s possession on or before the scheduled date and time. **Late responses will not be considered.** Responses submitted to the City of Eagle Lake must be submitted before the due date and time. **The City of Eagle Lake is not open for weekend or holiday deliveries.**

Questions regarding the RFQ Packet may be directed to the City Manager at City Hall, 100 East Main, Eagle Lake, TX 77434, or by calling the City Manager at (979) 234-2640, or by email at [citymanager@coeltx.net](mailto:citymanager@coeltx.net) by August 4, 2023, 4:00PM, any addendums will be posted on August 7, 2023, by 5:00PM.

The contract will be awarded to the Respondent(s) on the basis of (1) demonstrated competence and qualifications to perform the services, and (2) a fair and reasonable price. The professional fees under the contract may not exceed any maximum provided by law.

Firms and/or individuals should have past experience with street improvement projects. The City reserves the right to refuse and reject any or all responses, waive any or all formalities or technicalities, accept the response or portions of the response determined to be the best value and most advantageous to the City, and hold the responses for a period of 120 days without taking action. Respondents are required to hold their responses firm for the same period of time.

Please email **one digital copy** of your proposal of services and statement of qualifications to [citymanager@coeltx.net](mailto:citymanager@coeltx.net), as well as **six (6) hard copies** as directed below.

**Hand-delivered & Courier Submissions:**

City Manager, Charles “Tink” Jackson  
100 East Main, Eagle Lake, TX 77434

**LABELING INSTRUCTIONS:** Envelopes must be clearly marked:

**REQUEST FOR QUALIFICATIONS  
For Professional Engineering Services  
2023 General Obligation Bond - Street Improvements  
[NAME OF FIRM]  
[PHONE NUMBER OF FIRM]  
[NAME OF PROJECT MANAGER FOR FIRM]**

**RFQ Packet can be found on the City of Eagle Lake website at [www.coeltx.net](http://www.coeltx.net)**

## Request for Qualifications (RFQ) for Engineering Services

The City of Eagle Lake (City) is seeking to enter into an engineering services contract with a state-registered engineer, for a street improvement project. 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:
- Prepare and provide construction documents in a 30%, 60%, 90%, Final submission format; and
  - Provide topographic and right of way survey; and
  - Perform other services discussed and provided for in the final negotiated contract.

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

- II. Statement of Qualifications - The City is seeking to contract with a competent engineering firm, registered to practice in the State of Texas, that has had experience in the following areas:
- Municipal construction including street improvement projects; and
  - Registered and in good standing as a professional engineer per the Texas Engineering Practice Act; and
  - Projects located in this general region of the state.

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

Also, please provide a copy of your current certificate of insurance for professional liability.

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

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

- 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 engineering professional services, negotiations must occur after the initial selection of the engineer as the most qualified respondent, as price cannot be used as a selection factor. (See 2 CFR 200.320(d)(5) and Texas Government Code § 2254.004)
- V. Deadline for Submission - Qualification statements will be received no later than 4:00 P.M. on August 4, 2023 at the following address: PO Box 38 or 100 East Main, Eagle Lake, TX 77434, Attn: City Manager, Charles "Tink" Jackson. A digital copy must also be emailed to [citymanager@coeltx.net](mailto:citymanager@coeltx.net) .