



## JEFFERSON COUNTY PURCHASING DIVISION

*Deborah L. Clark, County Purchasing Agent*

1149 Pearl Street, Beaumont, TX 77701 409-835-8593 Fax 409-835-8456

### **Request for Qualifications August 18, 2014**

Dear Vendors:

The County of Jefferson, Texas has received funding for a Texas Community Development Block Grant from Texas Department of Agriculture for sewer improvements. Qualified firms or individuals are invited to submit a statement of qualifications in accordance with the attached document, (RFQ 14-037/KJS), Engineering Services Community Development Block Grant Program Phase IV. Jefferson County is requesting statements of qualifications from qualified firms that are registered to practice in the State of Texas to carry out the approved activities.

All interested individuals and firms shall obtain a "Request for Qualifications" packet from the Jefferson County Purchasing web site at [www.co.jefferson.tx.us](http://www.co.jefferson.tx.us).

All responses shall be submitted with an original and three (3) hard copies, to the Jefferson County Purchasing Agent, 1149 Pearl Street, 1<sup>st</sup> Floor, Beaumont, Texas 77701, no later than 11:00 a.m., September 4, 2014. Responses will be publicly opened and the names of responding firms will be read aloud in the Jefferson County Commissioners' Courtroom at the time and date below.

**All responses shall be submitted to the Jefferson County Purchasing Agent in a sealed envelope marked:**

<b>Request NAME:</b>	<b>Engineering Services Community Development Block Grant Program Phase IV</b>
<b>Request NO:</b>	<b>RFQ 14-037/KJS</b>
<b>DUE DATE/TIME:</b>	<b>11:00 AM, September 4, 2014</b>
<b>MAIL OR DELIVER TO:</b>	<b>Jefferson County Purchasing Department 1149 Pearl Street, 1<sup>st</sup> Floor Beaumont, Texas 77701</b>

Any questions relating to these requirements should be directed to Karen J. Stewart, MBA Assistant Purchasing Agent, at 409-835-8593.

Sincerely,

Deborah L. Clark  
Jefferson County Purchasing Agent

Publish: Beaumont Enterprise and Port Arthur News –August 20<sup>th</sup> & August 27<sup>th</sup>

## RFQ 14-037/KJS for Engineering Services

Jefferson County, Texas is seeking to enter into an engineering services contract with a state-registered engineer for the Community Development Block Grant Program Phase IV. The following outlines this request for proposals.

I. Scope of Work - The engineering contract will encompass all project-related engineering services to the County, including but not limited to the following:

- preliminary and final design plans and specifications
- preparation of the bid packets
- conduct all field testing and inspections (interim and final)
- other special services to accomplish Cheek Community Sewer Improvements

Please specify actual tasks to be performed under each of these categories. The project will involve sewer improvements.

### Cheek Community Sewer Improvements

Residents in the unincorporated community of Cheek, located in Jefferson County, do not have access to public sewer service and rely upon failing septic systems, resulting in a threat to public health. Sewer Improvements- a contractor shall provide first-time sewer access to residents in the unincorporated community of Cheek. Contractor shall install approximately eight thousand three hundred linear feet (8,300 l.f.) of six-inch (6") force main, approximately two hundred forty linear feet (240 l.f.) of bore, twelve (12) grinder pumps, valves, pavement and driveway repair, and all associated appurtenances. Residents will be served by the West Jefferson County Municipal Water District.

Statements of Qualifications shall encompass all project-related Engineering Services to Jefferson County, for Cheek Phase IV Community Block Grant Program, including, but not limited to, the following: Contractor shall install low-pressure grinder units in the community of Cheek.

These activities shall benefit thirty-nine (39) persons, of which twenty-one (21) or fifty-four percent (54%) are of low to moderate income.

Total budget: \$302,500

II. Statement of Qualifications - The County 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:

- Street improvement
- Drainage improvement
- Water and sewer infrastructure
- Federally-funded construction projects
- Projects located in this general region of the state

As such, please provide within your proposal a list of past client local governments, as well as resumes of all engineers who 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	40
Work Performance	30
Capacity to Perform	20
Affirmative Action	10
<b>Total</b>	<b>100</b>

IV. Deadline for Submission - The proposals received will be received no later than 11:00am, September 4, 2014.

Deborah L. Clark  
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1149 Pearl Street- First Floor Purchasing  
Beaumont, Texas 77701  
409-835-8593 phone  
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