

REQUEST FOR QUALIFICATIONS
For
SOLID WASTE PROFESSIONAL ENGINEERING SERVICES

RFQ # 2020-05-05

DATE ISSUED April 15th, 2020

This request for qualifications shall be distributed by the Park County Clerk and Recorder's Office only. All copies must be obtained from the Park County Clerk and Recorder's Office and all qualifications must be submitted to the Park County Clerk and Recorder's Office. The Park County Clerk and Recorder's Office cannot answer questions regarding this request for qualifications. All questions must be submitted in writing to the Park County Public Works Department.

This request is being offered in accordance with federal and state statutes governing procurement of professional services. Accordingly, Park County reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses deemed unqualified, unsatisfactory, or inappropriate or not in Park County's best interest. Park County also reserves the right to not enter into a Contract.

NOTICE IS HEREBY GIVEN that Park County Commission of Park County, Montana, will receive requests for qualifications (RFQ) to provide professional engineering services related to solid waste for Park County ("County") for the calendar year 2020 with the ability to extend the contract for up to five (5) years through 2025.

Park County is requesting engineering firms to submit a statement of qualifications (SOQ) to provide solid waste professional engineering services for Park County which are both for On-Call and Task Based Services for calendar year 2020. A contract will be awarded based upon demonstrated competence and qualifications as set forth in the RFQ and what is in the best interests of Park County. Submittals shall address the qualifications of the professional engineering firm, capability to meet time and budget requirements, location, present and projected workloads, related experience on similar projects and recent and current work for Park County.

For additional information or question concerning this RFQ contact Parks Frady, PE, Public Works Director, at 414 East Callender Street, Livingston, MT 59047 or pfrady@parkcounty.org. All requests for additional information or questions must be

submitted in writing.

Specifications, if any, may be obtained Monday through Friday, 8:00 a.m. to 5:00 p.m. at the Park County Clerk and Recorder's Office, 414 East Callender Street, Livingston, Montana 59047, (406) 222-4110. **Anyone wishing to pick up specifications in person must schedule an appointment with the Clerk and Recorders office.**

Sealed SOQs must be received by Park County Clerk and Recorders Office, 414 East Callender Street, Livingston, Montana 59047, no later **than 2:00 p.m., May 4th, 2020.** **Anyone wishing to deliver bids to the Clerk and Recorders office in person must schedule an appointment prior to 2:00pm, May 4th, 2020.**

All SOQ envelopes must be sealed and marked with "**Solid Waste Engineering Services Request For Qualifications 2020.**" Late SOQs will not be accepted.

SOQs will be opened at 9:00 a.m., May 5th, 2020, in the office of the Board of Commissioners, in the Park County Courthouse, 414 East Callender Street, Livingston, Montana 59047.

Submitted SOQs must be complete at the time of submission and may not include references to information located elsewhere. All SOQs will be initially classified as being "responsive" or "non-responsive". If a given SOQ is found to be non-responsive, it will not be considered further. All SOQs and associated documentation become the property of Park County. The SOQ original shall be signed in ink by a person legally authorize to bind the firm. All SOQs shall be fully valid and not subject to change for 90 days following the submission date.

Park County reserves the right to accept or reject any or all SOQs and to accept the SOQs which is the most qualified.

This RFQ is not in any way a commitment to award a subsequent contract and Park County may or may not choose to award a contract as a result of any response. However, if a Park County chooses to enter into a contract, it must be entered into within thirty (30) days of the award of the RFQ or Park County may enter into a contract with the next qualified firm. During the conduct of this RFQ activity and at its sole discretion, Park County reserve the rights to:

- a) Accept or reject any and all submittals received as a result of this RFQ at any time;
- b) Negotiate with qualified firms;
- c) Cancel the RFQ, in part or in whole, if it is determined to be in the best interest of the County to do so;
- d) Waive minor irregularities and formalities in the RFQ processes;
- e) Seek further SOQs for engineering design and construction services contracts, in whole or part;
- f) The County reserves the right to seek clarification on any point in any SOQ at any phase of the selection process;

- g) The firm will not be the exclusive firm for Park County and Park County reserves the right to consult and hire other firms;
 - h) The County will reserve the right to issue a general RFQ for specific projects if it desires to have expanded competition, specialized expertise, or if the firm elects to not accept a request for a specific work order; and
 - i) The County will maintain necessary autonomy to ensure that the public interest is best served.
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Publish dates: April 15th and 27th, 2020