

NOTICE

REQUEST FOR QUALIFICATIONS

ON-CALL ENGINEERING SERVICES FOR FEDERALLY AND STATE FUNDED PROJECTS

The City of Livingston (CITY) is seeking qualified consulting firms to provide on-call engineering services for State and Federally Funded Transportation Projects. The response to this solicitation will be in the form of a Statement of Qualifications.

The CITY intends to award a single contract for the requested services. The total amount payable to the Consultant shall not exceed \$878,600 for a contract performance period not to exceed 5 years including any amendments.

All qualified firms interested in providing these services are invited to submit their Statement of Qualifications (SOQs). Interested firms shall submit a Letter of Interest to the CITY, Attn: Christopher Lopez Interim City Manager, requesting a copy of the RFQ. An electronic copy of the RFQ will be provided to the email address listed in the Letter of Interest.

The Consultant's SOQs will be evaluated and ranked according to the criteria provided in Appendix B, "Proposal Evaluation," of this RFQ.

Addenda to this RFQ, if issued, will be sent to all prospective Consultants the CITY has specifically e-mailed a copy of the RFQ to and will be posted on the CITY website at:

<http://cityoflivingston.org>

It shall be the Consultant's responsibility to contact the CITY to obtain any addenda that may be issued.

The Consultant's attention is directed to Appendix A, "Submittal Requirements."

Submit three (3) hard copies and one (1) electronic copy in PDF format on a CD/DVD of the Consultant's SOQs. The hard copies and CD/DVD shall be received by the CITY prior to **4:00 P.M., July 12, 2024**. SOQs shall be submitted in a sealed package clearly marked "ON-CALL ENGINEERING SERVICES FOR FEDERALLY AND STATE FUNDED TRANSPORTATION PROJECTS" and addressed as follows:

Christopher Lopez
Interim City Manager
City of Livingston
1416 "C" Street
Livingston, CA 95334

Submittals received after the time and date specified above will be considered nonresponsive and will be returned to the Consultant.

Any proposals received prior to the time and date specified above may be withdrawn or modified by written request of the Consultant. To be considered, however, the modified submittal must be received prior to 4:00 P.M., July 12, 2024.

Unsigned submittals or submittals signed by an individual not authorized to bind the prospective Consultant will be considered nonresponsive and rejected.

Upon review of submitted proposals, the Selection Committee will determine whether interviews are necessary to determine a Consultant selection. The CITY reserves the right to hold interviews or make a Consultant selection based solely on the Statement of Qualifications received.

This RFQ does not commit the CITY to award a contract, to pay any costs incurred in the preparation of a proposal for this request, or to procure or contract for services. The CITY reserves the right to accept or reject any or all SOQs received as a result of this request, to negotiate with any qualified Consultant, or to modify or cancel in part or in its entirety the RFQ if it is in the best interests of the CITY to do so. The City also reserves the right and intends to award only one contract resulting from this RFQ. Furthermore, a contract award may not be made based solely on price.

The prospective Consultant is advised that should this RFQ result in a recommendation for award of a contract, the contract will not be in force until it is approved and fully executed by the CITY.

All products used or developed in the execution of any contract resulting from this RFQ will remain in the public domain at the completion of the contract.

The anticipated Consultant selection schedule is as follows:

SOQ review and evaluation: 07/15/2024 – 07/19/2024

Oral interviews: 07/22/2024 – 07/26/2024

Consultant Ranking: 07/29/2024 – 07/30/2024

Cost Negotiation: 08/5/2024 – 08/9/2024

Contract Award: August 20, 2024

Any questions related to this RFQ shall be submitted in writing to the attention of Mr. Christopher Lopez, Interim City Manager, via email at clopez@livingstonca.gov. Questions shall be submitted before 5:00 PM on July 5, 2024.