

**PROPOSAL FORM
GENERAL CONSTRUCTION AND ENGINEERING SERVICES
FOR 2020-2023 MAINTENANCE AND IMPROVEMENT PROJECTS
CITY OF LANDER, WYOMING**

The City of Lander, Wyoming, is soliciting fee schedule proposals and experience statements for the purpose of selecting Vendors and Firms willing to enter into a contract to provide General Construction and Engineering Services for 3-year term for City Maintenance and Improvement projects.

POTENTIAL PROJECTS

The various projects include:

1. Utility projects - including but not limited to streets, water and sewer utilities, and riverbank projects
2. Concrete labor - piece work including but not limited to sidewalks, valley pans, curb and gutter.
3. Street Improvement Projects – including but not limited to asphalt and concrete work, water and sewer mains.
4. Engineering projects - including but not limited to streets, pathways, ADA projects, water and sewer utilities, surveying, quality control lab testing and streambank projects.

EVALUATION AND SELECTION CRITERIA

Proposers should submit one (1) paper copy marked “Original (may be sent by email) and one (1) PDF electronic version of their proposal **listing each project** they are interested in. Proposers must include the following information to be considered a responsive proposal:

1. Complete and submit the attached Consultant Qualifications Form.
2. Professional qualifications, to be compared and analyzed for ability to perform satisfactory services as required. These qualifications should include:
 - a. General description of firm including company organization structure, company size and history, recent experience with similar public projects, and experience with local construction conditions.
 - b. Identification of key personnel within the firm who will work as the project manager or project engineer, and other key project roles.
 - c. Evidence of general liability and professional liability insurance.

Signed proposals must be received by Tami HitsheW, City Clerk, City of Lander, by 4:00 p.m., Friday August 21, 2020. Proposals with fee schedules can be emailed to landercity@landerwyoming.org or mailed to City Clerk, 240 Lincoln Street, Lander WY 82520.

The City of Lander will review and evaluate each proposal to determine whether each proposer’s qualifications are in accordance with the needs of the City of Lander and the proposed industries as outlined. The City of Lander will deem proposals not including qualifications submitted in accordance with these documents to be non-responsive and may reject all non-responsive proposals.

Selection of the proposers will be based upon the following criteria:

- A. Qualifications of Proposer, including experience and background of firm and key management individuals.
- B. Successful experience and demonstrated capability of firm and key management individuals to perform and/or administer City maintenance and improvement projects.
- C. Responsiveness to the Request for Proposals, Instructions to Proposers, and Attachments.
- D. Familiarity with local construction conditions, and proposed projects.
- E. Rate Schedule.

It is the intention of the City to award multiple contracts in each industry project type. Individual maintenance and improvement projects will be implemented by signing work or task orders under the General Services Contracts. Individual task orders will be under \$35,000 in value. It is assumed that materials costs will be paid for by the City of Lander or negotiated into the task order at current market rates.

Upon the request of and at the discretion of The City of Lander, Proposers may be required to supply additional information, or to make assigned personnel available for interviews, or to make additional or supplemental submissions under secondary selection criteria, if deemed necessary.

Consultant Qualifications Form
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CITY OF LANDER, WYOMING

1. Consultant Firm Name and location of the office/offices that will be responsible for providing services:

2. Year your firm was established to do business in the State of Wyoming:

3. Year your firm began doing engineering work in the State of Wyoming:

4. What services does your firm provide? Please complete the following Checklist and list any additional services not listed.

General service Categories Checklist

a)	Excavation/site prep	[]
b)	Concrete placement	[]
c)	Street and roadway construction	[]
d)	Water and sewer residential services installation	[]
e)	Water and sewer mains installation	[]
f)	Drafting (CAD)	[]
g)	GIS	[]
h)	Roadway Design	[]
i)	Landscaping	[]
j)	Transportation Engineering/Planning	[]
k)	Soils Exploration and Testing	[]
l)	Construction Inspection	[]
m)	Construction Management	[]
n)	Materials Testing and Lab	[]
o)	Engineering Studies	[]
p)	Drainage Design and Studies	[]
q)	Surveying	[]
r)	Environmental Engineering	[]
s)	Utility Design	[]
t)	Site Utility Investigation	[]
u)	Other (please list below)	[]

1. Please include a list of your firm's current pricing, including the following (if applicable):
 - a. Hourly rates for equipment w/operator
 - b. Crew rates for specific tasks
 - c. Drafting (CAD) services
 - d. Construction Inspection services
 - e. Materials Testing and Lab
 - f. **Engineering firms only** - Fee schedule for key personnel

Printed Name and Title:

Authorized Signature:

Date:

Thank you for your interest!