

Request For Proposals (RFP)

POSTED DATE: Oct. 12, 2022

DEADLINE: Nov. 1, 2022, 2:00 pm



2023 Biennial Bridge Inspections

Project Introduction

Barton County is seeking proposals from firms qualified to provide Routine Bridge Inspections for 372 bridges that will be due for their biennial inspections in March of 2023.

Project Requirements

The selected firm must provide all necessary items required by Barton County, KDOT, and the FHWA for inspection, evaluation, reporting, and documentation. Bridge inspections must cover the Scope of Services for Local Routine Bridge Inspections, including Attachments A and B, as required by KDOT and to comply with the Code of Federal Regulations 23 CFR 650 as noted in the Scope of Services. Electronic and hard copy proposals must be received no later than 2:00 p.m. on Tuesday, Nov. 1, 2022, at which time all proposals will be opened and read aloud. Proposals received after that date and time will not be considered. Barton County reserves the right to reject any and all proposals and to award in the best interests of the County. Proposals will be evaluated based on the following criteria:

1. Inspection schedule and ability to provide services in the time specified.
2. Personnel qualifications
3. Evidence provided of past bridge inspection work performed meeting the Scope of Services
4. Pricing

It is the intent of this process that a firm will be selected and approved by the Barton County Commission. The inspection due date for each individual bridge is mandatory and must be performed no later than the due date as per federal and state regulations. The inspection due dates for 371 of the bridges occur as early as March 1, 2023, and as late as March 18, 2023, and they are bridge specific. One additional bridge with a due date in June 2023 is to be inspected in March 2023 in order to put all 372 bridges on the same approximate schedule for future purposes. The detailed schedule of inspections and the KDOT Scope of Services is available by contacting the Barton County Engineer by email at bmcmanaman@bartoncounty.org, or by calling the office at 620-793-1808.

Project Inquiries

Questions concerning this Request for Proposal may be addressed to:

Barry McManaman, P.E.
Barton County Engineer
1400 Main Street, Room 108
Great Bend, KS 67530
620-793-1808
bmcmanaman@bartoncounty.org

Submission Procedures

There are two submission options for formal procurement methods.

1) *Vendors may receive electronic notifications and submit bids/proposals electronically through Vendor Registry, a link found under the Procurement tab at www.bartoncounty.org.*

OR

2) *Bids/proposals may also be submitted via mail or courier in a sealed envelope, with the exterior marked with the Bid Number/Description, to the Barton County Clerk, 1400 Main Street, Room 202, Great Bend, KS 67530.*

Barton County will not consider any bids/proposals not prepared and not submitted in accordance with the provisions hereof and may waive any informalities or reject any and all bids/proposals. Any bids/proposals may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bids/proposals received after the time and date specified shall not be considered. Bids/proposals submitted after the closing date and time will be returned unopened. Bids/proposals may not be withdrawn within sixty (60) days after the actual date of the opening thereof.

Opening and Tabulation

Bids/proposals will not be opened until after the published deadline and at the time and place prescribed in the invitation. The bids/proposals must be opened publicly. Electronic bid/proposal submission software does not permit the opening prior to the published deadlines. Mailed bids/proposals will be received and date/time stamped in the County Clerk's office.

Following the deadline, bids/proposals may be opened by the initiating Board of County Commissioners, County Administrator, or Department Head, and anyone may attend.

The County Administrator or requesting Department Head will furnish tabulation sheets to the County Commissioners. Tabulation sheets will vary depending on the type of expenditure and may include such as information about delivery, installation, project timeline, product features, warranties, etc.

Awarding Bids/Proposals

Barton County reserves the right to reject any and all bids/proposals and award in the County's best interests. Barton County will award bids/proposals only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. In addition, consideration will be given to such matters as contractor integrity, compliance with public policy, a record of past performance, delivery, warranty, integration, and financial and technical resources.

Bid results are available by a written request. Please send requests to the Freedom of Information Officer (FIO).

Barton County cannot enter into contracts with vendors that have been suspended or debarred from participating in contracts supported with federal funds. For contracts over \$25,000 supported with federal funds, Barton County will verify that a vendor/contractor is not excluded or disqualified by either:

- Checking SAM (www.sam.gov);
- Collecting a certification from that contractor; or
- Adding a clause or condition to the cover transaction with that contractor.

False or Misleading Statements

In the opinion of Barton County, if a vendor's bid/proposal contains false or misleading statements or references which do not support the function, attribute, capability, or condition of their company and the products and services outlined in their bid/proposal, their bid/proposal shall be rejected.

Conflicts of Interest

Barton County Commissioners, the County Administrator, Department Heads, and vendors shall list any current or potential clients or projects which may be (or cause) a conflict of interest in working for Barton County and describe the possible extent of the conflict.

Modification of Bids/Proposals

Modifications to bids/proposals already submitted will be allowed if submitted following the submission procedures before the deadline.