

Request For Proposals (RFP)

POSTED DATE: Nov. 15, 2021

DEADLINE: Nov. 22, 2021, 2:00 p.m.



Sandpit Geological Study

Project Introduction

Barton County is seeking an experienced and qualified firm to perform a geological investigation south of Ellinwood, KS, to determine the suitability of the site for use as a sandpit. The site is an approximate 54 acre parcel adjacent to the existing sandpit operated by the County. The County has entered into a purchase agreement for the parcel and wishes to confirm the existence of a suitable sand gravel resource before finalizing the purchase. Time is of the essence. The County seeks to enter into a Personal Services Agreement with the chosen firm to perform the investigative work.

Project Requirements

The proposal must include a description of the firm's proposed methods of work, to include investigative testing at 4 locations as shown on the attached aerial photo. Minor adjustments to the locations may be necessary as approved by the County Engineer due to existing conditions. Collect data by means of boring, drilling, and sampling that establishes a profile of the existing materials from the surface down to a depth of approximately 55 feet. Collect samples and run gradations of the samples at intervals not to exceed 5 feet for every location. Collect a minimum of 2 samples from the existing stockpiles at the existing County sandpit just south of the location for comparative purposes. Provide a written report showing the geological composition of the materials encountered at each location and for the stockpiles. The proposal must also contain the projected timeline for completion of the work, the pricing, and a service agreement for approval.

Also provide the following:

- Name, address, phone number, and email of the firm office which would be providing the service to Barton County, as well as the location of the firm's home office if other than the above
- Number of years in business
- Examples of similar work performed
- Insurance coverage

Project Funding Source

Barton County funding

Project Timeline

The selected firm must complete the project and submit the final report by Jan. 3, 2022.

Additional Evaluation Criteria

The Barton County Commission shall evaluate the proposals based on the criteria and weight as set forth below. If necessary, based on evaluations, a select number of firms may be invited to respond to a detailed request for an oral presentation.

<u>Proposal Content and Evaluation Criteria</u>	<u>Maximum Score</u>
Introductory Letter	Pass/Fail
Information about your company's qualifications	5

Suitability of proposal as related to project requirements	5
Project Experience with similar work	5
Ability to complete the project in a timely manner	5
Total Possible Points	20

Additional Evaluation Criteria

Additional consideration of the firm and proposal may include:

- Results of reference checks
- Consultant's record for completing a task on time
- Any special capabilities the team may bring to the project

Project Inquiries

Questions concerning the Request for Proposal must be submitted in writing via email or letter to:

Barry McManaman
 Barton County Engineer/Interim County Administrator
 1400 Main St., Room 108
 Great Bend, KS 67530
 620-793-1808
 bmcmanaman@bartoncounty.org

Submission Procedure

The deadline for submitting a proposal is 2:00 p.m. on Mon., Nov. 22, 2021.

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

OR

2. *Sealed Proposals may be submitted via mail or courier to Barton County Clerk, 1400 Main Street, Room 202, Great Bend, KS 67530. The proposal must be clearly marked "Sandpit Geological Study".*

Barton County will not consider any proposal that does not meet the provisions hereof, and may waive any informalities or reject any and all proposals. Proposals may be withdrawn by written request prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any proposal received after the time and date specified shall not be considered. Proposals submitted after the closing date and time will be returned unopened.

Modification of Bids/Proposals/Contracts

Modifications to bids/proposals/contracts already submitted will be allowed if submitted in writing before the deadline. Modifications shall be submitted and shall not reveal the total amount of either the original or revised proposal.

Awarding Bids/Proposals/Contracts

Barton County reserves the right to reject any and all bids/proposals/contracts and award in the County's best interests. Barton County will award bids/proposals/contracts 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, and financial and technical resources.

False or Misleading Statements

In the opinion of Barton County, if your proposal contains false or misleading statements or references which do not support the function, attribute, capability, or condition of your company and the products and services outlined in your proposal, your proposal will be rejected.

Conflicts of Interest

Vendors must 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.