

# **CITY OF ROCKWALL, TEXAS REQUEST FOR QUALIFICATIONS**

## **FOR GEOTECHNICAL AND MATERIALS TESTING SERVICES ON MISCELLANEOUS CAPITAL IMPROVEMENT PROJECTS**

### **1.0 PURPOSE:**

The purpose of this Request for Qualifications (RFQ) is to short-list local firms for Geotechnical and Material Testing Services for various infrastructure projects for the Engineering Department in the City of Rockwall, Texas.

It is the City of Rockwall's intent to short-list geotechnical and material testing firms to be selected on an as-needed, project-specific basis for the desired geotechnical and material testing services. Firms submitting responses to the Request for Qualifications may or may not be selected for actual geotechnical and material testing services based on the needs of the City of Rockwall.

### **2.0 BACKGROUND:**

#### **A. General Project Description**

- a. The City seeks to short-list geotechnical and material testing firms for various transportation, water, wastewater, and drainage capital improvement projects with the City of Rockwall.
- b. The following are some current capital improvement projects planned. (Note that this list may expand or contract.)
  - S. Lakeshore Dr./Summit Ridge Dr. Reconstruction (SH 66 to FM 740)
  - County Line Road Reconstruction (FM 3097 to Renee Dr.)
  - E. Boydston Ave. Reconstruction (S. Goliad St. to Clark Street)
  - Throckmorton St. Reconstruction (Boydston Ave. to Bourn St.)
  - Various Traffic Signal Improvements
  - Various Water Replacement Projects
  - Various Wastewater Replacement Projects
  - Erosion Control/Stream Bank Stabilization Projects
- c. Some of these infrastructure projects are currently underway or planned, and other projects may arise that are not currently anticipated.

#### **B. Project Elements**

The selected firms will be required to work closely with the Engineering Department Staff to provide geotechnical and material testing services for various infrastructure projects.

**C. Noted Project Issues**

- a. It is of the utmost importance for the selected firm to be able to provide time sensitive support for infrastructure design and construction projects on short notice (24 hours) or within the timeframe agreed upon with the City Engineer for emergency situations.
- b. The City will pre-qualify multiple firms.
- c. Firms will be eligible for selection for three years after adoption of the short-list of qualified firms by the City of Rockwall.
- d. Firms selected may be job specific.

**3.0 REQUIREMENTS:**

The selected firms shall provide geotechnical and material testing services to the City of Rockwall for a variety of infrastructure projects. The selected firms must demonstrate that they are qualified, capable, and competent to provide the following services:

- A. Geotechnical Engineering, including soil exploration, onsite and laboratory geotechnical testing.
- B. Construction materials testing, including Portland cement concrete, earthwork, asphaltic concrete, and steel, but not limited to the following:
  - a. Concrete testing, including but not limited to: slump, air, cylinders, beams, yield, coring, cement content, mix design verification, batch plant inspection, and rebar inspection.
  - b. Soil testing, including but not limited to: densities, proctors, plasticity indices, gradations, cement and lime stabilization, sulfate testing, and suitability of type of sand, lime or base for the intended application.
  - c. Asphalt testing, including but not limited to: densities, cutback sampling, cores, specific gravity, bulk density, gradation and extraction, mix design, and stability.
- C. Engineering analyses and transportation foundation studies related to foundations, paving (concrete and asphalt), slope-stability, retaining walls, construction, including recommendations for foundation alternatives, such as drilled footings, spread footings, settlement, piling, improving bearing capacity, etc.
- D. Tests conducted in general accordance with ASTM, TXDOT and AASHTO standards including, but not limited to, the following:
  - a. Moisture content
  - b. Unconfined Compression Test
  - c. Atterberg Limits
  - d. Permeability tests
  - e. Triaxial tests
  - f. Gradation tests
  - g. Consolidation tests
  - h. California Bearing Ratio
  - i. Density tests
  - j. Proctor tests
  - k. Specific Gravity

- l. Compaction
  - m. Shear Strength
  - n. Soil Classification
  - o. Sulfates testing
- E. The selected firm must provide proof of certification for assigned field technicians (ACI, CET, etc), have a professional engineer licensed in the state of Texas on staff to seal geotechnical reports, and have demonstrated accurate and timely on-site testing for the City of Rockwall.
- F. Cognizant of and able to apply design criteria accepted by the City of Rockwall.
- G. Ability to provide these services within the timeframe indicated.
- H. Ability to provide these services within the budget established during negotiation of the scope of work.
- I. If at any time during the effective period of this RFQ, whether before or after selection, changes to the key personnel shall be made in writing to the City of Rockwall City Engineer. Failure to notify the City and receive confirmation of such change may render the firm ineligible for this project.

## **2.0 INSTRUCTIONS FOR SUBMISSION:**

### **THE FOLLOWING ITEMS MUST BE INCLUDED IN YOUR STATEMENT OF QUALIFICATIONS (SOQ) IN THE FOLLOWING ORDER.**

- A. Required Contents and Page Limitations. Each SOQ shall include the following information, subject to the corresponding page limitations in parentheses, if noted:
  - a. Letter of Transmittal
  - b. Table of Contents - clearly identify what part of the RFQ is being addressed in each section of the submittal
  - c. Statement of understanding of services to be provided.
  - d. Relevant Geotechnical and Material Testing Qualifications and Experience - Describe the firm's experience and relevant qualifications with regards to projects of comparable size and complexity.
  - e. Synopsis of Key Personnel Qualifications and Experience
  - f. Location of Office(s) at which work will be performed
  - g. Appendix A – Organizational Chart
  - h. Appendix B – Resumes of Key Personnel: provide resumes of individuals who will be assigned to provide services to the City of Rockwall and who have the experience and level of expertise required by this contract.
- B. Opened SOQ. A submittal may not be opened before the closing date for the purpose of changing or amending the submittal or to correct an error in the submittal terms or conditions. If the submittal is opened before the closing date by anyone other than the City, the submittal may be rejected in its entirety by the City.
- C. Additional Information. At your option, provide in your proposal any contractual language, terms, conditions, considerations, or contingencies your company would request or require to be included in the negotiated contract between the

City and the selected submitter, should your company be awarded the final geotechnical and material testing contract. Approval of such language, terms, conditions, considerations, or contingencies offered by a submitter remains with the City, and in all cases, the City's decision is final.

- D. Submit five (5) copies of the SOQ.

The statement of qualifications (SOQ) shall be placed in a sealed envelope and shall be submitted to the Engineering Department, City of Rockwall, 385 S. Goliad, Rockwall, Texas, 75087, no later than 3:00 p.m. on Tuesday, July 19, 2016. "Request for Qualifications for Geotechnical and Materials Testing Services" shall be placed on the outside of the sealed envelope.

A short list of firms may be selected around the end of August 2016 to provide a presentation to allow the firm to describe their qualifications and project approach in more detail. After selection of a firm, the City and the selected consulting firm will negotiate a scope of services, schedule and a fee for those services. The City reserves the right to reject any or all submittals and discontinue this process without any obligation or liability to any potential respondent.

## **5.0 INQUIRES OF THE RFQ:**

Questions concerning this RFQ shall be directed via electronic mail to:

Jeremy M. White, P.E., CFM  
Civil Engineer

E-mail address: [jwhite@rockwall.com](mailto:jwhite@rockwall.com)

**\*\*The Subject Line should read: RFQ Geotechnical/Materials Testing  
Questions must be received by 5:00 PM Wednesday, July 6, 2016**

The Engineering Department will be the sole point of contact for questions related to this RFQ. Contact with any City employee or elected official regarding this RFQ during the submission and selection process, other than the party specifically designated above, will be grounds for disqualification from consideration. Questions will not be answered over the telephone. Answers to questions will be issued by way of Addendum and will be posted as a courtesy on the City of Rockwall Purchasing Website.

## **6.0 EVALUATION PROCESS**

### **A. Evaluation Criteria**

The criteria used to evaluate the SOQ will include, but not be limited to, the following list (items listed below are not listed in order of importance).

1. Project Team Organization and Qualifications (40 pts.)
  - a. Firm's relevant background
2. Key Personnel (30 pts.)
  - a. Background and experience of project manager

- b. Background and experience of firm's key project personnel
  - c. Project manager's experience with similar projects
- 3. Record of Past Performance (30 pts)
  - a. Feedback of references
  - b. Past experience with the City of Rockwall.
  - c. References from municipal clients

**B. Evaluation Committee**

The City of Rockwall selection committee will evaluate each response. The committee members will individually grade the responses on their merit and responsiveness. Responses will be evaluated based on the material and substantiating evidence presented in the responses, information collected through reference contacts, and past work experience with the firm.

**C. Schedule Of Events**

City of Rockwall expects to undertake the selection process according to the following schedule:

Request for Qualifications Issued	Friday, June 9, 2016
Newspaper Advertisements	Friday, June 17, 2016 & Friday, June 24, 2016
Deadline for Written Inquiries	July 6th, 2016 by 5:00 PM
Deadline for posted addenda	Wednesday, July 12, 2016 by 3:00 PM
Submission of Proposals (Due Date)	Tuesday, July 19, 2016 by 3:00 PM
Consultant Short-List Announced	End of August 2016

**D. RFQ Selection Process**

Each respondent that submits an SOQ will be notified of the conclusions made by the selection committee in writing. Applicants should not contact any staff during or after the RFQ process with any inquiries about the progress of selection or status of any submittal. Applicants who do so risk having a reduction in their evaluation score and/or rejection of the submittal(s). All respondents will be notified when short-listed status has been finalized.