

City of Lamberton

Request for Proposal

Civil Engineering and Related Services

Issued: February 13, 2025

Response Deadline: March 24, 2025 at 3:00PM CST

Contact: City of Lamberton

Valerie Halter-City Clerk/Administrator

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Lamberton, MN 56152

507-752-7601

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Purpose:

The City of Lamberton, is contemplating general civil engineering services, specifically related to expansion of drinking water system, along with other infrastructure improvements. The City wishes to contract with a Minnesota licensed civil engineer to provide the appropriate technical information to help the community make important decision on actions which will best ensure its residents health and ensure the longevity of its public infrastructure. The City will be utilizing Federal and State of Minnesota funding to complete the planned projects, that could consist of but not limited to the Minnesota Department of Employment & Economic Development (DEED) Small Cities Development Program (SCDP), Environmental Protection Agency (EPA) State and Tribal Assistance Grant (STAG), Federal Economic Development Agency (EDA) and U.S. Department of Agriculture's Rural Development (USDA RD). Proposals must be received by the City no later than March 24, 2025 at 3:00PM CST.

Project Area:

The primary project area is within the municipal boundary of the city.

General Conditions:

The City reserves the right to reject any or all proposals, to waive any irregularity in a proposal, to accept a proposal that is not the lowest proposal based on fees, and to accept or reject any item or a combination of items. The City further reserves the right to reject proposals that do not contain all elements and information requested in this document. The City shall not be liable for any losses incurred by any consultants submitting proposals. All services will be provided pursuant to a written contract between the City and the Consultant, which shall be negotiated and mutually acceptable to both parties.

Evaluation Criteria:

All proposals will be evaluated on the following criteria:

Technical qualifications of the engineering firm and any subconsultants

Technical experience with similar projects, including current knowledge of existing City of Lambertton infrastructure.

Experience with multiple funding sources including, but not limited to, USDA RD and SCDP. Demonstrate by providing list of projects completed within the last five years that utilize multiple funding sources.

Evidence of monitoring compliance with federal labor standards provisions, including Davis-Bacon wages, debarment, Contractor Work Hours & Safety Act (CWHSA), U.S. Department of Housing and Urban Development's Section 3 Requirements, and Copeland Anti-Kickback Act.

Expertise in designing facilities that reflect modest design, simple operational requirements, and economical cost of operation.

Evidence of engineering firm's ability to provide a complete and thorough PER that complies with the USDA RD Bulletins and EPA guidance.

Selection Process:

Selection may be made based on proposals supplied or by interviewing the best qualified applicants.

If interviews are to be conducted, the engineering firms under consideration will be notified as to time, date, and location of these interviews for the community's selection committee to ask specific questions to each candidate and evaluate their responses.

Our timeline for this request for proposal process is:

Request for Proposals Distributed
Proposal Due Date

February 13, 2025
March 24, 2025 at 3:00PM CST