



REQUEST FOR QUALIFICATIONS

The City of Bryant, Arkansas invites qualified professional firms that are licensed, bonded and insured in the State of Arkansas to submit proposals to conduct a phased comprehensive street maintenance and widening plan.

A. INTRODUCTION

Proposals may be submitted to the City of Bryant no later than **12 noon on March 13, 2025**. All proposals should conform to the format described in this Request for Proposals and should be submitted to the attention of:

Tim Fournier
Director of Public Works
City of Bryant
210 SW Third Street
Bryant, Arkansas 72022

All submittals should include three (3) complete hard copies and one (1) electronic copy of the proposal in a sealed envelope marked "RFP FOR COMPREHENSIVE STREET MAINTENANCE AND WIDENING PLAN."

Proposals will be opened and evaluated in private. From the proposals submitted, the City will select firms for further consideration. Additional information may be requested from these firms, and the City may schedule interviews prior to making a final selection. The City reserves the right to reject any or all responses and waive any irregularities or formalities in responses received. The City reserves the right to negotiate with the apparent acceptable firm(s).

B. PRESENTATION OF QUALIFICATIONS AND AWARD CONTRACT

The City reserves the right to select a short list of consultants at its own discretion to present their qualifications, respond to questions, and supply supplemental information.

Based on submissions, the City's executive staff will select one (1) consultant based on qualifications. The proposal should adhere to the submitted proposal and should not exceed 15 minutes.. The City of Bryant City will review the proposal and take into consideration qualifications.

The contract will be awarded to that consultant, if their proposal conforms with the Request for Qualifications and which will be most advantageous to the City, taking relative experience working on similar projects and other factors into consideration.

C. ADDENDA AND EXPLANATIONS

Any consultant in doubt as to the meaning of any part of this Request for Qualifications may request an interpretation from the City. All such requests, or other inquiries regarding this RFQ, should be made to Tim Fournier, Public Works Director at 501-366-7614 or tfournier@cityofbryant.com .

At the request of the consultant or in the event that the City deems the interpretation to be substantive, the interpretation will be made by written addendum issued by the City. In the event a written addendum is issued, either as a result of a request for interpretation or the result of a change in the requested proposal specification initiated by the City, a copy of such addendum will be mailed to all prospective consultants. In all cases, it will be the consultants' responsibility to obtain all addenda issued.

D. USE OF SUBCONTRACTORS AND/OR SUBCONSULTANTS

In order that the City may be assured that only qualified and competent subcontractors and/or sub consultants will be employed on the proposed project, each consultant shall submit with their qualifications a list of subcontractors and/or sub consultants who would be called upon to perform the work. The consultant must determine to their own satisfaction that a listed subcontractor and/or sub consultant has been successfully engaged in this particular type of work for a reasonable length of time and is qualified both technically and financially to perform that pertinent phase of the work for which they are listed.

No contract awarded by the City of Bryant may be assigned or any part subcontracted without written consent. In no case shall such consent relieve the consultant from his/her obligations or change the terms of the contract.

E. COMPETENCY OF CONSULTANT

No proposal will be accepted from, or contract awarded to any person, firm or corporation that is in arrears or is in default upon any debt or contract. The consultant, if requested, must present evidence of ability and possession of necessary facilities, and financial resources to comply with the terms of the Scope of Services.

F. CITY ORDINANCES

The consultant will strictly comply with all applicable ordinances of the City of Bryant, laws of the State of Arkansas, and laws of the federal government.

G. HOLD HARMLESS

The consultant is responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of his/her work. Further, the consultant will indemnify and save harmless the City, its officers, agents and employees from all suits, claims, actions, or damages of any nature whatsoever resulting there from. These indemnities are not limited by the listing of any insurance coverage.

H. TERMINATION OF CONTRACT

The City reserves the right to terminate the whole or any part of this contract, upon written notice to the consultant, in the event that sufficient funds to complete the contract are not appropriated by the City of Bryant.

The City further reserves the right to terminate the whole or any part of this contract, upon written notice to the consultant, in the event of default by the consultant. Default is defined as failure of the consultant to perform any of the contract or failure to make sufficient progress so as to endanger performance of this contract in accordance with its terms. In the event of default and termination, the

City will procure upon such terms and in such manner as may be deemed appropriate services similar to those so terminated. The consultant shall be liable for excess costs for such similar services unless acceptable evidence is submitted that failure to perform the contract was due to causes beyond the control and without the fault of negligence of the consultant.

I. HEALTH AND SAFETY ACT

All work under this contract shall comply with the Occupational Safety and Health Act (OSHA) of 1975 and revisions thereof, and all other applicable Federal, State, or local statutes, rules, or regulations affecting the work done under the contract.

J. SURVIVAL

The provisions of this Request for Qualifications shall survive and shall not merge with the contract awarded to the consultant selected, but shall be additional terms thereof and the submission of a proposal shall be deemed as acceptance of these terms.

K. MINORITY BUSINESS AND WOMEN BUSINESS ENTERPRISE REQUIREMENTS

The City of Bryant in an effort to reaffirm its policy of nondiscrimination, encourages the efforts of consultants and subcontractors to take affirmative action in providing for Equal Employment Opportunity without regard to race, religion, creed, color, sex, national origin, age, handicap unrelated to ability to perform the job, or protected veterans' status.

L. SCOPE OF SERVICES

The successful consultant(s) will be responsible for all or part of the tasks listed below. The City reserves the right to modify this Scope of Services and to request proposal modifications any time during the consultant evaluation process.

1. Background and Objectives:

- Provide a schematic design overview of recommendations based on current street conditions, most current street pavement analysis and transportation master plan, including current street conditions.
- Define the objectives of the study, including assessing the adequacy of current street conditions, analyzing the impact of future growth on street infrastructure, recommending maintenance plans, reconstruction plans, widening, routing and necessary drainage needs for specific known or anticipated public safety issues.
- Provide schematic designs for streets that shall be widened or routed. Plans shall account for drainage, utility relocation, stabilization, surveying, easement acquisition, easement preparation.
- Provide cost estimates for proposed maintenance and widening plan.
- Provide funding recommendations.

2. Data Collection and Analysis:

- Gather and analyze data for traffic counts, costs, capital improvement plans, commercial growth, population growth projections, and regulatory requirements.
- Review street pavement analysis, transportation master plan and City of Bryant ETJ.

3. Stakeholder Engagement:

- Engage stakeholders, including utility staff, elected officials, community members, and developers.

6. Regulatory Compliance:

- Ensure compliance with relevant local, state, federal and Army Corp of Engineers regulations, including public notice, permit, and approval processes.

7. Reporting and Documentation:

- Prepare a comprehensive final report documenting the findings, analysis, and recommendations of the study.

- Present the report to the governing body and provide support for the implementation of recommendations.

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8. Ongoing Monitoring and Review:

- Provide 10-year recommendations for street maintenance and widening based on study data and factual findings.

9. Project Management:

- Provide project management services to ensure the timely and successful completion of the rate study. This includes coordinating with staff, managing project timelines and budgets, and addressing any issues or challenges that arise during the study process.

This scope of services outlines the key components of a comprehensive street maintenance and widening plan aimed at ensuring the public health and safety, and long-term viability of the street system while accommodating future growth and development.

Thank you for your interest in the City of Bryant. We will look forward to receiving and reviewing your qualifications for this contract.