

Town of Barrington  
PO Box 660  
333 Calef Highway  
Barrington, NH 03825



Phone: (603) 664-9007  
Website  
[www.barrington.nh.gov](http://www.barrington.nh.gov)

## **Request for Qualifications (RFQ)**

### **Bridge Engineering Services**

The Town of Barrington requests that interested firms submit Statements of Qualifications (SOQ) for engineering consulting services required for the rehabilitation or replacement of bridges and culverts. The first project will be the Green Hill Road Bridge (Br. # 109/162). The Town is seeking funding assistance for these projects from the New Hampshire Department of Transportation (NHDOT) through the NHDOT Municipally Managed Bridge Aid Program project # 26722. The Town has established a Capital Reserve for this purpose. The Town has been notified that we would first be eligible for funding in the State of NH FY 2022. In addition the town would expect the firm to do additional work on other bridge and culvert projects in town including future state bridge projects and those funded by other sources.

If interested, your firm is requested to provide a Statement of Qualifications which should address the following regarding the above named projects:

#### Company Overview

Provide an overview the firm which includes a minimum of the following:

- a. Location of corporate headquarters.
- b. Location where the work will be performed.
- c. Number of years in business for corporate and branch offices.
- d. Overview of the company and types of engineering services provided.
- e. Proof of insurance with limits of \$1,000,000 or greater for general liability, personal injury liability, blanket contractual liability, broad-form property damage liability coverage, and automotive liability. Company will have workers compensation coverage as required by law including employer's liability coverage with limits of not less than \$500,000 per occurrence.
- f. Professional liability insurance, including errors and omissions, with limits of not less than 1,000,000.00 per occurrence and \$2,000.000 policy aggregate

#### Project Team

Include a Project Team and Organization Chart of all individuals who will be assigned to this project. The Consultant shall be required to have a minimum of two NH licensed professional engineers on staff one of whom shall be registered in the branch

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classification of structural engineer or have relevant bridge design experience (more than one in that branch preferred). Also, list any proposed sub-consultants, their intended scope of services and credentials.

Indicate the current staff that has worked on NHDOT Municipally Managed Bridge Aid Program projects completed by your firm and the tasks performed. Resumes shall be included for each member of the project team.

#### Project Qualifications

List all similar NHDOT Municipally Managed Bridge Aid Program projects for which the Consultant has provided engineering services in the last five (5) years. Make clear those for which a different team did the work. A minimum of four, preferably with the same team, shall have the following information for references:

- a. Project location, type and date completed.
- b. Owner contact with address and phone number.
- c. Include brief scope of engineering services provided.
- d. Describe quality assurance and oversight of construction administration and cost containment of construction

References should also be able to describe the firm's responsiveness, availability, ability to complete projects in a timely and orderly manner, and ability to oversee construction. The consultant shall demonstrate design experience with multiple bridge structure types such as precast concrete, steel, prestressed concrete, etc. and highways as well as all the permitting procedures including but not limited to environmental and historic permitting processes and the Section 106 Cultural Resources Review Process. Consultant shall also demonstrate skill in public presentations

Consultant selection will be by the Qualifications Based Selection (QBS) process and shall be based on possession of the necessary experience, organization, technical qualifications, and a satisfactory record of performance.

Upon receipt of all qualifications, the Town's review committee may then score the projects, interview three or more firms and make a recommendation based on the qualifications received. The Town may request additional information during the interview phase. The recommendation will go to the Board of Selectmen, who will make

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the selection. The Town will then enter into negotiations with the top rated firm for a fee for services. If the Town cannot reach agreement on a scope and fee with that firm, the Town will entertain a proposal from the second rated firm, and so on, until an agreement is reached. Once negotiations have been terminated with a particular firm and begun with the next highest ranking firm, negotiations with the higher ranking firm may not be re-opened.

Costs incurred by consulting firms in responding to this request shall be borne entirely by the firms. The Town of Barrington reserves the right to accept or reject any and all Statements of Qualifications and by issuing this request does not guarantee award of the contract.

Six (6) written copies of Statement of Qualifications must be delivered to the Town of Barrington no later than 4:00 pm on Monday, October 7, 2013. Submissions may not exceed 40 pages in length. At this point in the consultant selection process man-hour and costs data should NOT be submitted.

The Board reserves the right to accept or reject any and all submittals received as a result of this RFQ at any time, cancel the RFQ in part or in whole if it is determined to be in the best interest of the Town to do so, waive minor irregularities and formalities in the submittals, seek further RFQ's for bridge engineering services, and seek clarification on any point in any RFQ at any phase of the selection process. No guarantee of work, financial obligation or other assurance is made to any respondent of this RFQ whether selected or not for the role.

A tour of the Green Hill Road Bridge will be arranged for firms selected for interview.

Questions should be addressed to the Town Administrator, John Scruton 664-7395 or [townhall@metrocast.net](mailto:townhall@metrocast.net).

Items shall be addressed to Town of Barrington, Board of Selectmen and marked "Bridge Engineering RFQ" by 4:00 pm Monday October 7, 2013

If sent by mail: Selectmen's Office  
PO Box 660  
Barrington, NH 03825

If hand-delivered:

Selectmen's Office  
Town Offices  
333 Calef Highway  
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