

REQUEST FOR QUALIFICATIONS (RFQ)
RFQ CM16-01

CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR
PAVING AND DRAINAGE CONSTRUCTION PROJECTS

SELECTION CM01

The City of Houston intends to enter into a contract for construction management and inspection (CM&I) services to be performed by the selected firm in accordance with the City's Construction Management and Inspection Services Contract

Neither engineer(s) nor

electd official or employee of the City of Houston, their families or staff members. All inquiries regarding the solicitation are to be directed to pwapss@houstontx.gov. Upon issuance of the solicitation through the pre-award phase and up to the award, aside from engineer's formal response to the solicitation and written requests for clarification during the period officially designated for such purpose by the City Representative, neither engineer(s) nor persons acting on their behalf shall communicate with any appointed or elected official or employee of the City of Houston, their families, or or to obtain or deliver information intended to or which could reasonably result in an advantage to any engineer. However, nothing in this paragraph shall prevent an engineer from making public statements to the City Council convened for a regularly scheduled session after the official selection has been made and the award placed on the City Council agenda for action or to a City Council committee convened to discuss a recommendation regarding the solicitation.

To be considered for evaluation, firms shall submit a specific statement of qualifications (SOQ) in the manner described below and may not submit more than one response to this RFQ. **Any firm submitting an SOQ that does not conform to all the requirements of this RFQ will be subject to disqualification**

1. Electronic Submittal process:

Go to COH <http://selections.publicworks.houstontx.gov/>

Consultant must register to download Engineering or Construction Management and Inspection RFQs

After registration an email from **PWEPSS @houstontx.gov** will be sent to the registered email address with the SOQ Submission Table
Consultant must reply to the e-mail with the SOQ Submission Table filled-out in the body of the e-mail and the SOQ Submittal as an attachment. **NOTE: Do not send the SOQ Submission Table as an attachment**

Upon successful transmittal of the Electronic SOQ Submittal, the consultant will receive a receipt notification.

Submit one (1) SOQ submittal per e-mail

2. SOQ Submittal :

One (1) SOQ Submittal including the electronic SOQ pdf and the entire submittal documents (items 1-6, below combined into one single pdf.) and according to the following instructions:

The PDF filename must include the RFQ number and firm name

The PDF Maximum size allowed is **Less than 7MB (based on the properties of the file)**

The PDF filename must follow the below naming convention

RFQ Number and Firm name identified in the subject line of the e-mail

"<RFQ Number>_<Firm Nf

6. The remainder of the submittal document (Qualifications) shall follow the below parameters:

A. Format of Qualifications:

Not exceed EIGHT single-sided 8^{1/2}x11 pages

Landscape orientation

Font: 11pt Arial



A committee appointed by the Director of Public Works and Engineering will review the submittals and recommend the most highly qualified submitting firms for selection.

A pre-submittal meeting will be held from 9:30am - 10:30am on May 27, 2015 at the George R. Brown Convention Center, 1001 Avenida de las Americas, Houston, Texas. **Registration is from 9:00am - 9:30am.**

Deadline: SOQ submittals can be e-mailed anytime up to June 17, 2015 @ 1:00 pm. If you receive an undeliverable notification on June 17, 2015, please bring the following information to the City of Houston, 611 Walker, Houston, Texas, 15th Floor NLT 4:00pm. Any submissions received after this time will not be considered.

One (1) hard copy and CD of the SOQ Submittal

A Print out of the Undeliverable Notification. ***(File size limit rejection is not an acceptable justification for hard copy submittal).***

Selection No. CM01

Construction Management and Inspection (CM&I) Services For Paving and Drainage Construction Projects

Project Location: Citywide

Projec.n6p