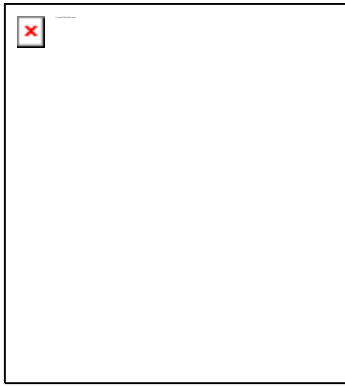


**Mark W. Smith, Chairman
John Sullivan, Vice Chairman
Doug McLinko, Commissioner**



**Gayle Kershner, Chief Clerk
Jonathan Foster, Solicitor**

Bradford County Commissioners Office

**Advertisement for Statements of Interest for Retention of Municipal Engineer for
Federal Aid County Bridge Rehabilitation and Replacement**

Notice is hereby given that Bradford County will retain an engineering firm to provide bridge and roadway design, construction services and/ or NBIS bridge inspection.

- 1) Perform NBIS safety inspections.
- 2) Perform construction inspection and construction support services for municipal owned roadway, bridge, trail or enhancement projects.

The agreement will be for a period of 5 years with projects assigned on an as needed basis.

The firm selected may be required to conduct environmental studies, preliminary design and/or final design. Environmental studies may include categorical exclusion evaluations, Section 106 studies and coordination, hazardous waste studies, and wetland evaluations. Preliminary and final design may include, but not be limited to , the following: field surveys; horizontal and vertical alignment studies; pavement design; hydrologic and hydraulic reports, type size and location reports and drawings; design field view data and report, Department of Environmental Protection 105 Permits; Army Corps of Engineers 404 Permits, erosion and sedimentation control plans and narrative; NPDES permits and reports, structure drawings; traffic control plans; right of way plans; and construction plans, specifications and estimates. Upon completion of the design services, the firm may be required to perform shop drawing review; alternate design review; general engineering services during construction, and NBIS initial inspections.

NBIS Bridge Safety Inspections must be done in accordance with the Bridge Safety Inspection Manual, Policies and Procedures, Publication 238 and its updates, and must be completed within specified time requirements.

The firm may be required to perform construction inspection services, construction consultation services and shop drawing review and approval. The firm may be required to hold a preconstruction conference; keep records and document the construction work; prepare current and final estimates for payment to the construction contractor, obtain compliance with labor standards, safety and accident prevention and equal opportunity provision of the contract item; and perform other duties as may be required. Firms applying must have qualified personnel capable of climbing structures during construction or rehabilitation.

Any technical questions concerning the requirements for this project and any questions concerning the submittal of the Statement of Interest should be directed to Raymond J. Stolinas Jr., AICP, Planning Director, Bradford County Office of Community Planning and Grants at (570) 268-4013.

General Requirements and Information

To be considered for selection, please submit three (3) copies of a State of Interest to :

Bradford County Commissioners
Attention: Gayle Kershner, Chief Clerk
Bradford County Courthouse
301 Main Street
Towanda PA 18848

The cover letter should be limited to no more than five (5) pages and include narrative addressing your firms' qualifications in reference to the selection factors. Statements of Interest should be received by Bradford County prior to 5:00 p.m. on March 29, 2011. Any Statements of Interest received after this time will not be considered.

Responses are encouraged by small engineering firms, disadvantaged business enterprise (DBE) engineering firms, and other engineering firms who have not previously done work for Bradford County. Each Statement of Interest must include in the heading, the firms legal and fictitious (if applicable) name, the firm's Federal Identification Number and ECMS business partner identification number.

A Standard Form 254, "Architect-Engineer and Related Services Questionnaire" not more than two (2) months old as of the date of this advertisement must be submitted for the firm, each party to a joint venture and for each sub consultant the firm is proposing to use and for the performance of professional services regardless of whether the sub-consultant is an individual, or a company. Standard Forms 255, "Architect-engineer and Related Services Questionnaire for Specific Project", must be completed in its entirety including Item No. 6 listing the proposed sub consultants and the type of work or services they will perform on the project must also be submitted.

Firms may supply their ECMS annual qualifications package in lieu of Standard Forms 254 and 255. If this is done a separate listing of the proposed sub consultants and the type of work or services they will perform on the project must also be submitted.

A two (2) year workload projection graph for the firm and each sub consultant are also required.

Firms must be a registered business partner with PENNDOT through ECMS.

The goal for the DBE participation in this agreement shall be 10% of the total agreement cost excluding non-professional costs. Include a statement how your firm intends to meet the DBE goal. If prime is not a DBE firm, a DBE engineering firm may be selected specific to each project need and can be added at a later time upon approval by the Bradford County Board of Commissioners. Specific DBE firms do not need to be identified in the Statement of Interest. Cost included in the DBE firm's price proposal as direct cost of work and services by others shall not count as DBE participation in this agreement.

The following factors, listed in their order of importance, will be considered by a Qualifications Committee during their evaluation of the firms submitting Statements of Interest:

- A. Prior experience as a Municipal Engineer and understanding of local governments procedures.
- B. Past performance record.
- C. Current workload and ability to handle multiple large assignments at one time under short project schedules.
- D. Technical Expertise and Experience of Personnel. Indicate number, experience and location of key individuals anticipated to be used for assignment. Include roles and responsibilities of sub consultants.
- E. Location of consultant.

The Bradford County Board of Commissioners will establish an order of ranking of a minimum of three (3) firms for the purpose of selecting a Municipal Engineer based on Bradford County's evaluation of the Statements of Interest received in response to this solicitation. The final ranking will be established directly from the Statements of Interest. Technical proposals will not be requested prior to establishment of the final ranking. All firms's properly submitting a Statement of Interest will be informed of the Bradford County Commissioner's decision in writing.

The assignment of the above services will be made to one of the firms responding to this notice; however, Bradford County reserves the right to reject all Statement of Interest submitted, to cancel the solicitations requested under this notice, and/or re-advertise solicitation for these services.

Gayle Kershner
Chief Clerk