

Baldwin County Commission

Request for Qualifications (RFQ) for Investment Grade Traffic and Revenue Study for Baldwin Beach Express II from I-10 to I-65

Overview:

The Baldwin County Commission acting by and through the Highway Department seeks qualifications of consultant firms for an Investment Grade Traffic and Revenue Forecast Study from qualified traffic and revenue consultant firms for a proposed toll route connecting I-10 to I-65 in Baldwin County.

Requirements:

The successful consultant firm chosen will have experience with data collection and analysis, traffic forecasting, revenue projections, financial / economic feasibility studies, evaluation of tolling structures and facilities, preliminary cost analysis and other tasks associated with similar type studies. Baldwin County intends to utilize this report to secure financial commitments for the proposed route.

The consultant firm will not be required to prepare detailed design and construction plans.

Scope of Services:

The scope of services to be performed by the traffic and revenue consultant firm shall include but not be limited to the following:

- Perform all work under the direction of the Baldwin County Highway Department.
- Attend any necessary meetings and make presentations at the request of the County.
- Prepare and submit an Investment Grade Traffic and Revenue Forecast Study.
- Provide detailed and timely schedules in Microsoft Project throughout the approved contract time period.
- Provide advice, counsel, and make recommendations on miscellaneous projects and information that could have an impact on the proposed project.
- Provide any additional information the County may need in relation to this study.
- Provide one contact person to coordinate project information.

Qualifications:

Qualifications submitted in response to this RFQ must provide detailed information to show evidence of qualifications and experience on similar type studies. Please provide at least one (1) example of the consultant firm's involvement in a similar type of project. Three (3) copies of the qualifications are requested for review. **No emailed or faxed proposals will be accepted**

Questions regarding this information shall be directed to Wanda Gautney, Baldwin County Purchasing Director at wgautney@baldwincountyal.gov Questions must be received no later than December 10, 2021, at 2:00 pm CDT.

Qualifications should be sent to the address below on or before 2:00 pm CDT December 17, 2021.

Baldwin County Purchasing Department
Mrs. Wanda Gautney
Purchasing Director

Mailing Address:
312 Courthouse Square
Bay Minette, AL. 36507

Physical Address:
257 Hand Avenue
Bay Minette, AL 36507

Selection Process and Evaluation Criteria:

A four-person committee consisting of Baldwin County Commission staff members will evaluate and rank the three most qualified consultant firm's written qualifications based on demonstrated competence and professional qualifications for performance of the services required.

The County Selection Committee will select the most qualified consultant firm from the submitted qualifications. Upon selection of a consulting firm, a scope of work meeting will be conducted and a proposal for work will be required. The County reserves all rights in the selection of the consultant firm of its choosing in regards to this RFQ.

The County Commission will approve the most highly qualified consultant firm and a contract with that consultant firm to be negotiated by the County Engineer with a budgeted firm-fixed price amount. Contracts will be awarded to the responsible consultant firm whose proposal is most advantageous to the County Commission. Upon County Engineer's completion of the contract and fee negotiations, the County Commission executes the contract. Contract award will be subject to the timely completion of contract negotiations between the County and the selected consultant firm.

The County reserves the right to reject all Statements, negotiate further with any entity submitting Statements, seek additional Statements, or waive any irregularities or informalities in the RFQ process.

Qualifications should contain information sufficient to enable the Selection Committee to properly evaluate the competence and qualifications of the consultant firm for achieving the project objectives. Qualifications will be evaluated based on the following criteria:

- Understanding of project objectives
- Qualifications of the personnel to be used on the project
- Proposed approach and staffing plan
- Previous performance of the consultant firm on similar projects

Qualifications will be scored as follows:

Criteria	Possible Points
Understanding of Project Objectives	25
Qualifications of Personnel	25
Proposed Approach and Staffing Plan	25
Previous Experience	25
Total	100

Indemnification:

The consultant firm shall indemnify, defend and hold County and its affiliates, employees, agents, and representatives (collectively “County”) harmless from and against any and all claims, demands, liabilities, damages, losses, judgments, costs, and expenses including, without limitations, attorneys’ fees, for any and all personal injury (including death) and property damage of any kind or nature whatsoever, incurred by, asserted against, or imposed upon County, as a result of or in any manner related to provision of services hereunder resulting from any negligent act or omission by the Consultant Firm. The Consultant Firm shall provide the COUNTY with proof of general liability coverage including the COUNTY as an additional insured. This indemnification shall survive the expiration of this agreement.

Insurance:

The Engineer agrees to carrier at their own cost and expense for the length of the contract and with insurers satisfactory to the Baldwin County Commission, maintain in effect the following insurance coverage from an insurance company or companies authorized to do business in Alabama.

Comprehensive General Liability Policy
Comprehensive Liability Insurance covering all owned and non-owned Automobiles
Worker’s Compensation Insurance as required by law.

Bidder Qualifications

All consultant firms, to the best of their knowledge and belief, must be in, and remain in compliance with all applicable Federal, Alabama State, County and municipal laws, regulations, resolutions and ordinances. In particular and without limitation, all bidders must be licensed and permitted in accordance with The Code of Alabama Title 10, concerning corporations doing business within Alabama, Title 34, dealing with licensing for businesses, Title 40, concerning licenses and taxation, unless otherwise exempt. All bidders should be prepared to timely submit to the County non-confidential evidence or documentation demonstrating the fact that they are presently licensed and permitted under Alabama law. Such non-confidential evidence or documentation is encouraged to be submitted with the Request for Qualifications (RFQ) Package.

All vendors, contractors and the grantee are required to comply with the Alabama Immigration Law under Sections 31-13-9 (a) and (b) of the Code of Alabama.

Forms and documents will be included with award documents. Information and forms can be found on the Baldwin County Commission's Purchasing website under E-Verify at www.baldwincountyal.gov

All consultant firms must provide proof of proper certification of authority, and any required registration, to transact business in this State, in order to perform work for the Baldwin County Commission. Consultant Firm's Registration Number shall be provided on the Request for Qualifications (RFQ) Response Form. The phone number for the Alabama Secretary of State is (334) 242-5324, Corporate Division.

Termination of Services

The COUNTY may terminate this Contract, with or without cause or reason by giving written notice of such to the other party. Upon receipt of such notices, CONSULTANT FIRM shall discontinue its work to the extent specified in the notice. In the event of termination, the COUNTY shall pay CONSULTANT FIRM for all services satisfactorily rendered, and for any expenses deemed by COUNTY to be a reimbursable expense incurred pursuant to this Contract and prior to the date of termination.