

REQUEST FOR PROPOSALS
ON-CALL ENGINEERING AND PLANNING CONSULTING SERVICES

Crook County is soliciting proposals and qualification statements for consulting services of an engineer/planner. Persons and/or firms interested in assisting the County with such services must prepare and submit a qualification statement in accordance with the procedure and schedule in the Request for Proposals. The services to be performed consist of:

Traffic impact study review for analysis of traffic generation from proposed development and proposal of mitigation measures, possible subcontracting with traffic engineering firm is necessary;

Storm water and environmental analysis consisting of reviewing storm water collection, treatment, and disposal plans for conformance with county, state, and federal requirements;

Road access permit review for analysis of road access permit applications for conformance with county, state, and federal requirements, including preparation of written recommendations to the County Planning Director within the time frame established by Crook County Code;

Construction inspection to ensure that construction work is done in accordance with adopted standards, regulations, and conditions of approval; and

Infrastructure: civil design services, including bridges, sewer systems, electric systems, water systems, and storm water conveyance, treatment, and disposal.

TIME AND PLACE OF RECEIVING PROPOSALS

Complete bidding documents may be obtained from Crook County Administration Office, 300 N.E. Third Street, Room 10, Prineville, Oregon 97754. Phone: (541) 447-6555 or email requests to: colleen.ferguson@co.crook.or.us or available for download from the County's website at <http://co.crook.or.us/Departments/Administration/BidInformation/tabid/2000/Default.aspx>

Interested proposers should submit five (5) copies of the proposal in a sealed envelope labeled "Crook County Engineering and Planning Proposal" to County Administration, in care of Crook County Judge Seth Crawford, 300 NE Third Street, Room 10, Prineville, OR 97754, **no later than 4:00 p.m. Pacific time on Wednesday, April 4, 2018.** All proposals will be considered final when submitted. Proposals must be limited to fifteen (15) pages excluding the cover, table of contents, dividers, and resumes or curriculum vitae. Postmarks will not be considered as the basis for determining timely delivery. The proposals will be reviewed by a committee appointed by the County Court. The committee may choose to conduct interviews of any or all proposers, in the County's sole discretion. The County anticipates selection of consultant to be awarded no later than **Wednesday, April 18, 2018.**

Crook County reserves the right to accept the bid and award the contract to the lowest responsible bidder, which is in the best interest of the County, to postpone the acceptance of bids received and the award of the contract for a period not to exceed thirty (30) days, or to reject any and all bids received and further advertise for bids.