

Request for Proposal

The Pembina Gorge Foundation, owner of Frost Fire Park located in the Pembina Gorge near the city of Walhalla, ND, is seeking proposals from qualified engineering firms for engineering services for the Foundation's project to replace and expand infrastructure and address health and safety concerns.

Proposals will be accepted until Monday, November 2, 2020 at 12:00 p.m. and are to be submitted to: Dawn Mandt, Pembina Gorge Foundation/Red River Regional Council, 516 Cooper Avenue Suite 101, Grafton, ND 58237, 701-352-3550 or dawn@redriverrc.com. Questions may be directed to Dustin Gorder, Pembina Gorge Foundation, 406-599-6998, gorderfarms@gmail.com, through Friday, October 23, at 12:00 p.m.

The project includes:

- Replace and expand snowmaking infrastructure.
 - Evaluate water intake and pond system.
 - Replace and expand water and electrical system.
 - Install controls system.
- Install lighting on mountain to accommodate night skiing.
- Replace and expand wastewater septic system.
- Address outdoor handicap accessibility including from parking lots to facilities including lodge and amphitheater.
- Improve and expand parking.
- Construct outdoor bathrooms, shower facilities and concession stand.

The Foundation is in the process of developing a federal grant application and seeks engineering assistance with a Preliminary Engineering Report which meet the attached guidelines provided by the US Department of Commerce Economic Development Administration.

Proposals should include the following information:

1. Firm background.
2. Project approach and schedule.
3. Project team (organizational chart and staff qualifications).
4. Related experience.
5. References from prior experiences including the individual's name, company name, address, and telephone numbers.
5. Schedule of rates for engineering services.

Criteria for Section:

1. Qualifications and experience of the engineering firm;
2. Relatable experience;
4. Capability to meet time and project budget requirement; and
5. Past performance.

The Foundation reserves the right to reject any and all proposals. The Foundation will review all proposals and select the proposal most advantageous after an interview has been conducted.

C. Preliminary Engineering Report

To be considered for assistance, all construction and design applications must include a **Preliminary Engineering Report (PER)** that at a minimum provides the following information:

- C.1. Description of project components. Provide a general description of all project components involved in the project. Indicate whether the project involves the construction of new infrastructure or facilities or the renovation or replacement of existing ones. Describe each of the project components in terms of dimensions, quantities, capacities, square footage, etc.
- C.2. A statement verifying that the project components described in the engineering report are consistent with the EDA investment project description that is provided in Section B.2 of Form ED-900. Engineering reports that describe project components that are inconsistent with the EDA investment project description in Section B.2 of Form ED-900 will not be considered valid.
- C.3. Drawings showing the general layout and location of the existing site conditions and of the project components as well as location of any project beneficiary identified in Section B.9 of Form ED-900 that provide economic justification for the project, if any. Rough dimensions and quantities for major project components should be shown and labeled on the drawings. Drawings should clearly identify the project components that are being proposed. Applicants are encouraged to clarify such drawings, for example, through color coding, labeling, and other appropriate methods.
- C.4. A feasibility analysis for the constructability of the project. Include a review of the existing conditions and note particular features, alignments, and circumstances affecting construction of project components.
- C.5. The proposed method of construction. Indicate whether construction procurement will be done through competitive bid or other method. Indicate if any portion of the project is to be done by design/build, construction management at risk, the applicant's own forces, or a third-party construction manager. If an alternate construction procurement method (other than traditional design/bid/build with sealed competitive bid process) is proposed, a construction services procurement plan must be provided to EDA for approval in accordance with EDA's regulation at 13 C.F.R. § 305.6(a).
- C.6. The number of construction contracts anticipated. If multiple contracts are proposed, describe the project components included in each contract. If separate contracts are anticipated for demolition or site work, the budget information cost classification should reflect the estimated costs for these components. If project phasing is proposed, a project phasing request must be provided to EDA for approval per EDA's regulation at 13 C.F.R. § 305.9(a).
- C.7. A current detailed construction cost estimate for each of the project components. Show quantities, unit prices, and total costs and provide a basis for the determination of construction contingencies. The total of this estimate should match the construction line item of the SF-424C.
- C.8. Real property acquisition. If the budget includes costs for acquisition of real property, include a current fair market value appraisal completed by a certified appraiser for the property to be purchased.

- C.9. A list of all permits required for the proposed project and their current status. Identify all permits required; include the timeline to obtain the permits and discuss how the permitting relates to the overall project schedule. If the project crosses a railroad right-of-way or is within a railroad right-of-way, explain any permitting or approvals that may be required from the railroad or other authority and the timeframe for obtaining these permits or approvals.
- C.10. An overall estimated project schedule. This schedule should agree with the project schedule outlined in the ED-900. Include the number of months for each of the following:
- i. design period;
 - ii. period of time to obtain required permits;
 - iii. period of time to obtain any required easements or rights-of-way;
 - iv. solicitation of bids and awarding of contracts, and
 - v. construction period.
- C.11. Overall project budget breakdown. For each “cost classifications” line item that the applicant indicates will be included in the project budget on Form SF-424C, the applicant must provide a breakdown of the proposed project costs and tasks that is consistent with the detailed construction cost estimate for the project provided in the PER.

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D. Title Requirements

D.1. Does the applicant currently hold title to all project facilities, underlying land, necessary easements, and rights-of-way required for the project?

Yes (go to question D.2) No (explain below)

D.1.a. If No, does the applicant plan to obtain title?

D.1.a.i. Yes

How and when will the applicant obtain title? (After answering, go to question D.2)

D.1.a.ii. No

Please explain why not