

REQUEST FOR QUALIFICATIONS
FOR
ENGINEERING SERVICES
SEDILLO PARK RENOVATIONS
RFQ NO. 121523

CITY OF SOCORRO, NEW MEXICO



City of Socorro
111 School of Mines Rd.
Socorro, New Mexico 87801

ISSUE DATE: November 30, 2023

DUE DATE: December 15, 2023

OVERVIEW

The City of Socorro is seeking qualified Engineers for the Design of the Sedillo Park Renovation.

The City of Socorro was incorporated in 1882. It operates under a Mayor/Council form of government. Municipal services include the usual governmental functions of police, dispatch, animal control, fire, water, sewer, parks & recreations, swimming pool, senior center, public library, and solid waste.

REQUESTS FOR CLARIFICATION

For appointments and any requests for clarification of additional information deemed necessary by any respondent to present a proposal shall contact any of the following:

Lloyd Martinez, General Services Director, email lmartinez@socorronm.gov, phone 575-650-0545

Leopoldo (Polo) Pineda, Chief Procurement Officer, email ppineda@socorronm.gov, phone 575-835-0240

SCOPE OF WORK

The City of Socorro is requesting qualifications from Engineering firms to design the Sedillo Park Renovation.

- 3-4 turf baseball fields at least one championship regulation field
- New LED lighting
- Quality Bleachers
- Secured playground
- New/remodeled concession/press box
- Water Plaza
- Upgrade and improve the Tennis & Pickle Ball Courts
- Upgrade and cover the Swimming Pool
- Upgrade and improve the picnic areas
- Design new parking
- Trash barrier on south side of tennis courts and swimming pool
- Other recommendations by Designer

CONTENTS OF STATEMENT OF QUALIFICATIONS

1. Proposers interested in the provision of Engineering services to accomplish the proposed project should limit their Statements of Qualifications to ten (10) pages, exclusive of cover letters, divider tabs or letters of transmittal containing introductory language only. The Statement of Qualifications should include:
 - a. A cover letter.

- b. A narrative statement detailing the Proposer’s understanding of the requirements of the City and the capability to perform the aspects of the Engineering Services.
- c. A general description of the Proposer’s firm, including company organizational structure, size of company, recent experience in comparable projects.
- d. Identification of those key individuals who will be involved in the contemplated projects and their qualifications, backgrounds, experience, and specific responsibilities.

PROCUREMENT

The City of Socorro is seeking qualified Engineers for the design of the Sedillo Park Renovation.

Interested firms shall submit one (1) original and four (4) copies of the information on or before 11:00 a.m., December 15, 2023, at 111 School of Mines Road, Socorro, New Mexico 87801.

The envelope shall be addressed to:
City of Socorro
Leopoldo (Polo) Pineda
Chief Procurement Officer
Post Office Drawer K
Socorro, New Mexico 87801

The following information shall be provided on the front lower left corner of the envelope: Project Title: Engineering Services – Sedillo Park Renovations, RFQ No. 121523. If the Proposal is sent by mail, the sealed envelope shall have the notation “SEALED PROPOSAL ENCLOSED” on the face thereof. The proposer shall assume full responsibility for the timely delivery of the Proposal.

Copies of the Request for Qualifications can be obtained from Leopoldo (Polo) Pineda, Jr. at 575-835-0240 or email ppineda@socorronm.gov.

SELECTION PROCESS

From a review of the statements of qualification received, the City of Socorro intends to evaluate the proposals and possibly invite one or more firms to be interviewed before making a final selection of a firm for the project. The City of Socorro will notify selected firms of the date and times of any interview. The City of Socorro reserves the right to make a selection based solely on statements of qualifications received.

The selected respondent whose selection was based on qualifications will then negotiate with the City of Socorro on a fee and contract conditions. If a reasonable fee cannot be achieved with the respondent of choice, negotiations will proceed with other qualified respondents until a mutually agreed contract can be negotiated.

SELECTION CRITERIA

Selection criteria will be applied in the following order of importance:

1. **Qualifications of Firm**
Qualifications of firm, specifically as they relate to this project.
2. **Firms Experience on Similar Projects**
Related project experience of the firm and the individuals who would be assigned to the project.
3. **Available Resources to Complete Project**
This criterion would include the analytical, design tools, personnel, resources, or methodologies commonly used by the firm that may be applicable to the project categories.
4. **Responsiveness to the RFQ**
5. **Professional References**
Provide names and contact information for professional references.