

Request for Engineering
Qualifications
"Emergency Action Plan
for City Of Minot"
P#3135.1

The City of Minot Public Works department is requesting qualification submittals for engineering services for preparation of an emergency action plan in accordance with USACE regulations and requirements under the City System Wide Improvement Framework (SWIF) for the existing City levee system.

The work will include analyzing, writing and finalizing preparing an emergency action plan in accordance with USACE regulations.

Funding for this project will come from Community Development Block Grant Disaster Recovery funding (CDBG-DR). The consultant will have to follow CDBG-DR regulations and will need to coordinate work with the City's disaster consultant as well as all City emergency services, City of Minot Public Works Department and the USACE Silver Jackets Program. CDBG-DR contract language will need to be incorporated into the consultant contract and all bidding documents and strict compliance with CDBG-DR rules and regulations will be required. Attention of respondents is particularly called to the requirements

as to conditions of employment to be observed under the contract, Section 3, taking affirmative steps to use small, minority-owned and women-owned businesses in subcontracting, Segregated Facility, Section 109, Title VI and EO 11246.

The general scope of work is as follows:

1. Preparation of Emergency Action Plan (EAP)
2. Coordination with City of Minot emergency services and

**AFFIDAVIT OF PUBLICATION
STATE OF NORTH DAKOTA**

SS.

County of Ward

AMANDA STARBUCK-MATTSON of said

County and State, being first duly sworn, on oath says: That the **MINOT DAILY NEWS** is a daily newspaper of general circulation, printed and published in the City of Minot, in said County and State. That the **MINOT DAILY NEWS** now is and during all times in the foregoing affidavit mentioned has been a newspaper qualified to do legal printing, in accordance with the Statutes of the State of North Dakota, and that I am clerk of the **MINOT DAILY NEWS** and during all such time covering the publication of this notice have occupied such position on said newspaper, and have personal knowledge of all the facts stated in this affidavit; and that the advertisement headed

**APRIL 7, 2015 QUALIFICATIONS #3135.1
EMERGENCY ACTION PLAN**

a printed copy of which is hereunto attached was printed and published in said newspaper

THREE times to-wit:

MARCH 14-20-28, 2015

Amanda L. Starbuck-Mattson Clerk.

Subscribed and sworn to before me this

30th Day of March 2015

Shannon Grater

Notary Public, Ward Co, N.D.

DELIVERED MAR 31 2015

D20682

USACE Silver Jackets program
4. Preparation of EAP document in accordance with federal guidelines and regulations.

Department Contacts Prospective responders who may have questions regarding this Request for Qualifications may call, email, or write:

Dan Jonasson
Director of Public Works
PO BOX 5006
Minot, ND 58702-5006
Phone: 701-857-4140
email:
dan.jonasson@minotnd.org

Jason Sorenson
Asst. Director of Public Works
PO BOX 5006
Minot, ND 58702-5006
Phone: 701-857-4140
email:
jason.sorenson@minotnd.org

Submission of Qualifications:
All submittals must be sent to and received by:

Dan Jonasson
Director of Public Works
PO Box 5006
1025 31st St SE
Minot, ND 58701

A complete copy of the "request for Qualifications is available on the City website at www.minotnd.org or by contacting one of the individuals listed above.

Responses to the request for qualifications must be submitted to the Director of Public Works office by 4:00 pm April 7, 2015. The firm must submit 5 bound copies and one digital copy in PDF or Word format. The RFQ must be labeled "Qualifications Submittal for "Emergency Action Plan for City Of Minot - P#3135.1" (March 14-20-28, 2015)

PUBLICATION FEES

RECEIVED MAR 31 2015

No. Lines 121

Times THREE \$ 250.47

121 ST LINES x 2.07 = \$250.47

SHANNON GRATER
Notary Public
State of North Dakota

My Commission Expires December 8, 2015

DISTRICT COURT

Judicial District _____

County of _____

AFFIDAVIT OF PUBLICATION

Filed in the office of _____

on the _____ day of _____

Attorney for _____

APPROVED
By Dan Ferriss
A/C# 2771961001463103122
DESCR. P#3135.1
Emergency Action Plan.