

**CITY OF CARO**  
**REQUEST FOR PROPOSALS**  
**ENGINEERING FOR COLUMBIA STREET ROAD PROJECT**

The City of Caro, Michigan hereby requests proposals from interested individuals and/or firms to provide engineering services for the upcoming road project on Columbia Street in the City of Caro.

The City of Caro will receive sealed proposals at the City Clerk's Office, 317 S. State Street, Caro, MI 48723 for City of Caro until **Monday, August 28 at 11:00 AM. Bids shall be submitted in a sealed envelope and plainly marked "ENGINEERING FOR COLUMBIA STREET ROAD PROJECT – CITY OF CARO."** A complete Request for Proposals specification may be obtained from:

City of Caro  
ATTN: City Clerk  
317 S. State Street  
Caro, MI 48723  
Phone 989-673-7671

Proposals will be publicly opened and read aloud at 11:00 AM. on Monday, August 28, 2023, in the Council Chambers of the Caro Municipal Building, 317 S. State Street, Caro, Michigan.

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**REQUEST FOR PROPOSALS**  
**ENGINEERING FOR COLUMBIA STREET ROAD PROJECT**

**Project Overview:**

The City of Caro invites qualified engineering firms to submit proposals for providing comprehensive engineering services for a road improvement project located in Caro, Michigan. This project consists of milling, resurfacing and related work of Columbia Street from the intersection of Montague Avenue/Columbia Street, northerly to Frank Street and Montague Avenue from the westerly side of the intersection of Green Street/Montague Avenue, easterly to the Columbia Street intersection. The project will be bid out through the Michigan Department of Transportation's (MDOT) Local Agency Program (LAP) and therefore the project must follow MDOT LAP guidelines.

**Project Scope:**

The scope of work includes, but is not limited to:

*Preliminary Engineering:*

Conduct site assessments and feasibility studies.

Develop preliminary design concepts for pavement structure, drainage systems, and intersections.

*Environmental Considerations:*

Conduct environmental impact assessments and ensure compliance with regulatory requirements.

Implement erosion control measures and sustainable design practices.

*Geotechnical Analysis:*

Perform geotechnical investigations and provide recommendations.

*Cost Estimation:*

Develop accurate cost estimates for construction, materials, and other project-related expenses.

*Document Support:*

Develop bid documents.

Prepare all required local, state, and federal documents and permits for the project.

**Proposal Requirements:**

Interested engineering firms are requested to submit a comprehensive proposal containing the following information:

*Executive Summary:*

Brief overview of the firm's qualifications and experience.

Understanding of the project's objectives and challenges.

*Team Qualifications:*

Résumés of key personnel who will be involved in the project.  
Demonstrated expertise in road design, geotechnical engineering, and construction support.

*Project Approach:*

Description of the proposed methodology for each phase of the project.  
Strategies for addressing potential environmental, logistical, and technical challenges.

*Project Schedule:*

Detailed timeline outlining major milestones and deliverables.  
Proposed start and completion dates for each project phase.

*Past Experience:*

Description of relevant road construction projects successfully completed by the firm.  
Client references for similar projects.

*Cost Proposal:*

Detailed breakdown of anticipated costs, including hourly rates, reimbursable expenses, and any other fees.

**Submission Deadline and Contact Information:**

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**Selection Process:**

Proposals will be evaluated based on the firm's qualifications, experience, approach, and cost. Shortlisted firms may be invited to make presentations or provide additional information if necessary. The City of Caro reserves the right to award the contract to the firm that best meets the project's needs and requirements, the lowest bid may not necessarily be selected.

For any inquiries or clarifications regarding this RFP, please contact Scott R. Czasak, City Manager at [sczasak@carocity.net](mailto:sczasak@carocity.net) or 989-673-7671 x. 5225.

We look forward to receiving your proposals and working together to successfully complete this project.

Sincerely,

Scott R. Czasak  
City Manager  
City of Caro

August 16, 2023