



Request for Qualifications

August 19, 2026

City of Salina Kansas

Fairdale Road Culvert Replacement south of Northwood Lane

Project Background

The City of Salina is requesting qualification statements from engineering consultants for the evaluation, design, bidding, and construction-phase services for the replacement of three deteriorating corrugated metal pipe culverts located at Fairdale Road.

The existing crossing consists of three 28-inch by 40-inch corrugated metal pipe culverts. The culverts are in poor condition and require replacement. The selected consultant will be expected to evaluate appropriate replacement alternatives, complete necessary hydrologic and hydraulic analyses, develop construction plans and specifications, and assist the City with easement and utility coordination.

In 2008, the City completed a drainage study for the Marymount Road and Glen Avenue area. That study estimated that the 25-year storm event produced approximately 86 cfs to 143 cfs of runoff to the Fairdale Road culvert location. Interview notes from the study also indicated that Fairdale Road had overtopped more than once during the previous ten-year period. The selected consultant should review the 2008 study, verify existing drainage conditions, and complete updated hydrologic and hydraulic analyses as necessary to support the proposed improvements.

In 2023, the City replaced the reinforced concrete box culvert under Winn Road, which is the next downstream crossing from Fairdale Road. The replacement structure installed at Winn Road is a 10-foot by 4-foot reinforced concrete box. No hydrologic or hydraulic analysis was completed as part of that project. The consultant should consider the downstream Winn Road structure when evaluating the proposed Fairdale Road improvements.

The City does not currently have a drainage easement for the upstream ditch leading into the Fairdale Road culvert. Maintenance of the upstream ditch and adjacent retaining wall is the responsibility of the private property owner. Temporary construction easements and permanent drainage easements will likely be required for the project. The consultant will be expected to assist the City with identifying easement needs, preparing easement exhibits and legal descriptions, and coordinating with City staff during the easement acquisition process.

If modification or reconstruction of the existing retaining wall is necessary to complete the drainage improvements, the City does not currently anticipate assessing those costs to the adjacent property owner.

Proposed Schedule:

9/18/2026	RFQ submittals due
9/21/2026-9/25/2026	RFQ scoring
9/28/2026-10/23/2026	Consultant selection announced-scope and fee negotiations
11/09/2026	Target date for contract approval by City Commission

11/13/2026	Notice to proceed
4/9/2027	Design Complete
2/12/2027-4/9/2027	Easement acquisition
3/15/2027-7/2/2027	Utility relocations
4/15/2027	Advertise plans for construction
5/6/2027	Bid letting
5/24/2027	Award of Construction contract
11/3/2027	Construction complete - open to traffic

Qualification Statement Submittal Requirements

The City anticipates selecting a consultant based upon qualifications and experience but reserves the right to ask prospective consultants to expound on their qualifications at a later date. The specific scope of services agreement will be negotiated later. Proposals will be evaluated in accordance with the City's Professional Services Selection Guidelines RFQ method.

Selection Criteria:

1. Experience on similar projects.
 - a. For each project, please list the owner's name and contact information.
 - b. overview and general description of the project,
 - c. scope of work provided by your firm,
 - d. time required to complete the project design,
 - e. and the total project costs.
2. Qualifications (professional resumes) of persons proposed to work on the project.
3. Overall project approach.
4. Ability to meet schedule.
5. Performance on past City of Salina projects.

Packet of Qualifications Submittal Requirements:

1. Qualifications Packet for each project shall not exceed 20 pages, (or 10 pages front and back).
2. Submit 4 hardcopies of qualifications packet for each project your firm is interested in.
3. Qualifications Packet Due: **September 18, 2026, by 2:00 PM** (Late packets will not be considered)

Selection Process

Submittals will be evaluated by a team of City Representatives and scored based on qualifications. Selection may be made on submittals or interviews may be held with the top 3 firms. All firms submitting qualifications will be advised in writing if they were selected, not selected or if they are to be interviewed.

Sincerely,



Brian Clennan, P.E.
Civil Engineer
Salina Kansas