

REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES

Itawamba Community College

Itawamba Community College requests proposals from qualified firms or individuals to provide Engineering services for work related to an application for a Commercial Truck Driving Training Range Construction Project with potential funding from: Appalachian Regional Commission and/or other federal/state funding agencies. This Request for Proposal includes the preparation of a preliminary cost estimate to be used in the application and project Engineering services if the project is awarded. You are invited to submit a proposal, in accordance with this request to Itawamba Community College no later than 2:00 p.m. on Wednesday, June 29, 2022, at the Fulton Campus, Business Office, located in the Administration building, 602 West Hill Street, Fulton, Mississippi 38843.

The Engineer will be responsible for performing all Engineering services through project closeout in accordance with federal, state, and local laws, regulations and policies. The scope of work includes but is not limited the following: 1) prepare preliminary cost estimate and preliminary Engineering report; and if grant is awarded 2) prepare plans and specifications, 3) distribute bid documents, 4) assist in bid opening and prepare bid tabulation, 5) assist in the execution of construction contracts, 6) hold preconstruction conference, and 7) perform construction inspection including periodic reports to Itawamba Community College and approve all payment requests.

Itawamba Community College is an Equal Opportunity Employer. Itawamba Community College encourages Minority owned Business Enterprises (MBEs) and Woman owned Business Enterprises (WBEs) to submit proposals.

All proposals must be submitted in a sealed envelope and marked with the following language: "Proposal for ARC Engineering Services." Proposals will be evaluated on the following factors: Qualifications, (40 points), Experience (40 points) and Capacity for Performance (20 points). To be evaluated properly, the following must be addressed in detail:

Qualifications – List of qualifications of person to be assigned to project;

Experience – Information regarding the firm's experience and the projects previously undertaken, including the type and amount of grants awarded, the projects activities, and the status of projects;

Capacity for Performance – Identify the number and title of staff assigned to provide services.

Itawamba Community College will evaluate each proposal. They may hold proposals for a period of not to exceed thirty (30) days for the purpose of reviewing the content of the proposals and investigating the qualifications of the firms and assigned individuals. Itawamba Community College reserves the right to reject any and all proposals.

Subject to grant award and the removal of all environmental conditions, Itawamba Community College will award a contract with the qualified individual or firm whose proposal has the highest number of cumulative points issued by the selection committee and determined to be the most advantageous to Itawamba Community College, price and other factors considered. The contract

will include scope and extent of work and other essential requirements. An individual contract will be executed for the awarded project and the contract will be on a fixed price basis. Itawamba Community College has the authority to terminate the selection at any time.

Please direct any questions to Tim Senter, Executive Director of Human Resources and Administration, in writing to tcsenter@iccms.edu

