**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES**

The City of Ellisville (OWNER) requests Statement of Qualifications (SOQ) from qualified firms or individuals to provide engineering services for projects funded by the Mississippi Municipality and County Water Infrastructure (MCWI) Grant Program. You are invited to submit a SOQ, in accordance with this request, by mail or hand-delivery to: Ellisville City Hall, 110 N. Court Street, Ellisville, MS, 39437, (PH: 601-477-3323) no later than 10:00 AM, Monday, August 21, 2023. Selection of an Engineer will be based on the criteria established in this legal advertisement. The selected Engineer will provide all engineering services through project closeout in accordance with federal, state, and local laws, regulations, and policies. The scope of work may include, but is not limited to, the following: (1) preliminary engineering services; (2) engineering design; (3) preparation of plans and specifications; (4) distribution of bid documents and any addenda to such documents; (5) assistance with bid opening and preparation of bid tabulation; (6) assistance in the execution of construction contracts; (7) holding pre-construction conference; (8) providing construction administration services, including review and approval of payment applications, preparation of change orders, attendance at regular meetings with construction contractor, and performance of construction observation including periodic reports to the OWNER; and (9) assistance with project closeout. The final scope of work will be negotiated at the time of contract execution.

The OWNER is an Equal Opportunity Employer. The OWNER encourages Minority owned Business Enterprises (MBEs) and Women-owned Business Enterprises (WBEs) to submit a SOQ.

All SOQs must be submitted in a sealed envelope and marked with the following language: “Statement of Qualifications for Engineering Services for MCWI Grant Project.” SOQs will be evaluated on the following factors: Qualifications (40 points), Experience (40 points), and Project Knowledge (20 Points). To be evaluated properly, the following must be addressed in detail:

• Qualifications –The qualifications of the firm and persons to be assigned to the project;

• Experience – The firm’s experience and the projects previously undertaken, the project activities, and the status of the projects;

• Project Knowledge – Familiarity with the OWNER’s infrastructure and regulatory requirements of similar funding programs.

The OWNER will designate a selection committee to evaluate each SOQ. The selection committee may hold SOQs for a period not to exceed thirty (30) days for the purpose of reviewing and investigating the qualifications of the firms and individuals to be assigned. The OWNER reserves the right to reject any/all SOQs. The OWNER will award a contract to the qualified individual or firm whose SOQ has the highest number of cumulative points issued by the selection committee and determined to be the most advantageous to the OWNER, all factors considered.

Publish Dates: July 22, 2023

July 29, 2023