

TOWN OF CRAWFORD, MISSISSIPPI

REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES

The Town of Crawford request proposals from qualified individuals or firms to provide engineering services related to the implementation of an approved FY 2023 Environmental Protection Agency (EPA) STAG funded project related to water and/or wastewater infrastructure improvements. You are invited to submit a proposal in accordance to the request to:

Town of Crawford

ATTN: City Clerk /EPA STAG Engineering Services

365 Main Street

Post Office Box 136

Crawford, MS 39743

Eight (8) copies of the proposal must be submitted in a sealed envelope and marked, "EPA STAG Engineering Services – Water/Wastewater Improvements. Proposals will be rated on the following factors: Qualifications, (40 points); Experience, (40 points); and Capacity to Perform (20 points). In order to be rated properly, the following information must be provided.

QUALIFICATIONS: List of qualifications of persons 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 the projects;

CAPACITY FOR PERFORMANCE: Identify the number and title of staff assigned to provide services.

The Town of Crawford Mayor and Board of Aldermen will evaluate and rate each proposal. Proposals may be held for a period not to exceed thirty (30) days for the purpose of reviewing the content of the proposals and conducting due diligence of those individuals and firms being considered. The Town of Crawford reserves the right to reject any and all proposals. All questions and requests for additional information should be directed to the Town of Crawford at (662)272-5164 or Post Office Box 136, Crawford, MS 39743.

All proposals are due no later than 12:00 noon on October 18, 2023. Late proposal will not be considered.

The engineer will be responsible for preparing project cost estimates for application preparation, and if awarded 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 includes, but is not limited to, the following:

1. Prepare plans and specifications;
2. Distribute bid documents;
3. Assist in bid opening and prepare bid tabulations;
4. Assist in the execution of construction contracts;
5. Conduct pre-construction conferences; and
6. Perform construction inspections, provide period reports to the Town and approve all pay requests.

The Town of Crawford is an Equal Opportunity Employer. The Town of Crawford encourages Minority and Women Owned Businesses to submit proposals.