

REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES
RIVERGATE PARK IMPROVEMENT PROJECT

TUNICA MAIN STREET requests proposals from qualified firms or individuals to provide engineering services for work related to the implementation of approved RIVERGATE PARK IMPROVEMENT PROJECT. You are invited to submit a proposal, in accordance with this request, to the Office of the Main Street Director, Town of Tunica; 909 River Road; P O Box 2654; Tunica, MS 38676, no later than 4 p.m. on December 8, 2023.

The Engineer will be responsible for preparing project cost estimates and a preliminary engineering report 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 tabulation, 4) assist in the execution of construction contracts, 5) hold pre-construction conference, and 6) perform construction inspection including periodic reports to the municipality and approve all payment requests.

Tunica Main Street is an Equal Opportunity Employer. The Town encourages Minority-owned Business Enterprises (MBEs) and Woman-owned Business Enterprises (WBEs) to submit proposals.

One (1) original and six (6) copies of the proposals must be submitted in a sealed envelope and marked with the following language: "Proposal for Rivergate Park Improvement Project 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 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.

Please include a copy of the firm's registration in the E-Verify system.

The Tunica Main Street Board of Directors will meet to evaluate each proposal. Tunica Main Street 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. Tunica Main Street reserves the right to reject any and/or all proposals and waive any irregularities.

Tunica Main Street will award a contract with the qualified individual or firm whose proposal has the highest number of cumulative points issued by the board and determined to be the most advantageous to the organization, 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 each awarded project, and the contract will be on a fixed price basis. Tunica Main Street has the authority to terminate the selection at any time.

Advertisement Run Dates: November 23 and November 30, 2023