REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES

Sharkey County, Mississippi, is requesting proposals from qualified firms or individuals to provide engineering services for work related to an application for and implementation of any grants, including, but not limited to an Economic Development Administration Economic Adjustment Grant, related to the renovation of a County-owned industrial facility. You are invited to submit a proposal, in accordance with this request, to the Sharkey County Chancery Clerk; Post Office Box 218, 120 Locust, Rolling Fork, MS 39159, no later than 3:00 p.m. on March 22, 2022. Proposals will be opened at meeting of the Sharkey County Board of Supervisors. Proposals will be rated by the Board of Supervisors or an appointed rating committee. Results of the evaluation will be made public at a meeting of the Board of Supervisors.

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 tabulation, 4) assist in the execution of construction contracts, 5) hold pre-construction conference, and 6) perform construction inspection including periodic reports to Sharkey County and approve all payment requests.

Sharkey County is an Equal Opportunity Employer. The County encourages Minority-owned Business Enterprises (MBEs) and Woman-owned Business Enterprises (WBEs) to submit proposals. The County also encourages Section 3 eligible businesses to submit proposals. Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 17010) requires, to the greatest extent feasible, that Sharkey County and its contractors that participate in the above referenced Program give opportunities for job training and employment to lower income residents of Sharkey County. Section 3 also requires that contracts for work in connection with the Section 3 area be awarded to Section 3 eligible business concerns.

All proposals must be submitted in a sealed envelope and marked with the following language: “Proposal for Industrial Facility 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 the 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 Sharkey County Board of Supervisors may evaluation the proposals or designate a selection committee to evaluate 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 investigating the qualifications of the firms and assigned individuals. The County reserves the right to reject any and all proposals.

Subject to grant awards and the removal of all environmental conditions, the County will award a contract with the qualified individual or firm whose proposal has the highest number of cumulative points issued through evaluation process and determined to be the most advantageous to the County, all 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 fixed price basis. Sharkey County has the authority to terminate the selection at any time.