

REQUEST FOR PROPOSALS TO PROVIDE CONSTRUCTION ENGINEERING SERVICES

Corinth, MS is seeking proposals from qualified firms or individuals to provide construction engineering services for work related to the implementation of an approved project funded under FEMA-4470-DR-MS. The project involves the replacement of twenty-five (25) sections of 117-inch x 79-inch CMP totaling 1,624 linear feet more or less within the existing footprint.

Interested parties are invited to submit a proposal in accordance with this request to the City of Corinth, 300 Childs Street, Corinth, MS 38834 not later than 4:00 p.m. on March 24, 2021. Proposals must be submitted in a sealed envelope and marked on the outside as "Proposal for Construction Engineering Services – Storm Culvert, Ross Street to Cass Street."

The Engineer will be responsible for providing all engineering services from bidding process 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. Assist in bid opening and prepare bid tabulation.
2. Assist in the execution of construction contracts.
3. Conduct pre-construction conference with the contractor and staff representatives, documenting files with minutes of meeting.
4. Review for general conformance with the design concept any necessary shop and working drawings furnished by the Contractor.
5. Provide bench marks and/or reference points to be used by the Contractor to stake the construction.
6. Conduct work in-progress inspections giving periodic reports to the City and approving any and all partial payment requests and preparing the summary change order.
7. Provide all services necessary for execution of the project including consultations, surveys, soil investigations, supervision, travel, "as built" or record drawings, rights of way assistance, testing, construction engineering and incidental costs.

Proposals will be evaluated on the following factors:

1. Qualifications – List of qualifications of each staff person assigned to project. (40 points)
2. Experience – Information regarding the experience and projects previously undertaken, including the type and size of projects, the activities included, and status of the projects. (40 points)
3. Capacity for Performance – Identify the number and title of staff available to be assigned to provide services. (20 points)

Proposals will be reviewed by the Board of Mayor and Aldermen. Using the above selection criteria the Board will assign points to each criteria based on the content of the proposal. The City may hold proposals 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 City will award a contract with the qualified individual or firm whose proposal has the highest number of cumulative points issued by the Board of Mayor and Aldermen and determined to be the most advantageous to the City, price and other factors considered. The contract shall include scope and extent of work and other essential requirements, and will be on a fixed price basis. The City reserves the right to terminate the selection at any time and reject any or all proposals.

The City of Corinth is an Equal Opportunity Employer, and encourages Minority-owned Businesses (MBEs) and Women-owned Businesses (WBEs) to submit proposals.

Tommy Irwin, Mayor
Publish March 2, 2021