REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL/ENGINEERING SERVICES

The Winston County Board of Supervisors will accept sealed proposals from qualified firms or individuals to provide Architectural/Engineering services for a proposed industrial building renovation project related to the implementation of approved 2018 Appalachian Regional Commission (ARC) and/or Community Development Block Grant (CDBG) project(s).

Architectural/Engineering Services required include, but are not limited to the following: the selected professional will be responsible for the preparation of project cost estimates and reports for the application preparation and if awarded, the selected Architect/Engineer will provide all professional services through project closeout in accordance with federal, state and local laws, regulations and policies. Post application 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; 6) perform construction inspection including periodic reports to the County and approve all payment requests.

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

Interested parties, in accordance with this request, are invited to submit sealed proposals, six (6) copies, until 9:00 AM, no later than Monday, July 16, 2018, to the Office of the Winston County Chancery Clerk, Post Office Drawer 69, 154 South Court Avenue, Louisville, MS 39339.

All proposals must be submitted in a sealed envelope and marked with the following language: “Proposal for CDBG/ARC 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 project’s activities, and the status of the projects;

Capacity for Performance – Identify the number and title of staff assigned to provide services.

Winston County will designate a selection committee to evaluate each proposal. The selection committee 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. Winston County reserves the right to reject any or all proposals.

Subject to CDBG/ARC award(s) 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 by the selection committee and determined to be the most advantageous to the County, 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. The County has the authority to terminate the selection at any time.

Publish as a legal notice on June 27, 2018 and July 4, 2018 in the Winston County Journal. Proof of Publication required and should be sent to Golden Triangle Planning and Development District, Post Office Box 828, Starkville, MS 39760. Bill should be sent to the Winston County Board of Supervisors. Questions should be directed to Phylis Benson, Golden Triangle Planning and Development District, 662-320-2007.