

LEGAL NOTICE
REQUEST FOR QUALIFICATIONS

The City of Ridgeland, Mississippi intends to employ consulting engineering firms (CONSULTANTS) for providing professional engineering services for developing various necessary water, wastewater, stormwater and other infrastructure improvement projects utilizing Local, State, and Federal Funding Sources including but not limited to ARPA Funding, MCWI Funding, EPA STAG Funding, FEMA BRIC Funding, and MOST Funding. This Legal Notice is being issued to provide interested CONSULTANTS with the information necessary for preparing a Request for Qualifications (RFQ) Response. **All replies must be received by 10:30 A.M., Monday, September 11, 2023, in the Office of Public Works of the City of Ridgeland at City Hall 100 West School Street, Ridgeland, Mississippi 39157.**

Interested CONSULTANTS should direct questions in writing to the *City of Ridgeland Public Works Director* by emailing the following address, Alan.Hart@ridgelandms.org. To be considered, the Request for Qualifications (RFQ) Response must respond to all requirements listed within the RFQ guidelines, and be submitted in a sealed envelope marked on the outside as:

“Request for Qualifications Response”
Professional Engineering Services
Water, Wastewater, Stormwater, and other infrastructure Projects
City of Ridgeland, Madison County, Mississippi

The professional engineering services requested shall include: *project management services, coordination and attendance of project related conferences and meetings, liaison services between the City, State and Federal funding agencies, field surveying and inspections, geotechnical investigations, environmental studies, water, wastewater, and/or stormwater engineering design, right-of-way document preparation and acquisition services, utility relocation, construction bid document development, and bid phase administration.* Projects will be handled in accordance with all State and Federal regulations and any specific funding program requirements.

The City anticipates assigning multiple Task Orders to multiple Engineering Firms to concurrently develop the City’s Federal and State funded projects well in advance of the funding program’s deadlines. Up to five (5) of the most highly qualified CONSULTANTS will be selected based on the evaluation criteria contained in this Notice. Upon a qualification-based selection, the City will commence contract negotiation to establish a fair compensation rate in a General Services Agreement for providing engineering and surveying related services. Once General Service Agreements are executed with the CONSULTANTS selected, the City will issue engineering service task orders to the CONSULTANTS, based on the CONSULTANT’s availability and feasibility. Each task order will have a specific fee schedule developed by the CONSULTANT assigned to accomplish a requested scope of work. In the event an agreement cannot be reached for the cost and/or schedule of a task order, negotiation will continue with another qualified CONSULTANT operating with an approved General Services Agreement. The availability and speed in which the CONSULTANT can complete each assigned Task Order will weigh heavily on the assignment of multiple Task Orders to the CONSULTANTS that successfully negotiate General Service Agreements with the City. The City reserves the right to issue engineering service task orders to qualified CONSULTANTS in any order selected which is most beneficial to the Owner and within funds available. The execution of a General Services Agreement is no assurance that a task order will be assigned to the CONSULTANT.

The City anticipates the duration of the projects will extend through December 31, 2026 unless the Federal Government changes the deadline or program requirements. The General Service Agreements will utilize a cost plus fixed fee, labor hour/unit price, or lump sum basis of payment with a defined maximum “not-to-exceed” amount. The term of the General Services Agreement will not exceed a three (3) year period unless extended by Supplemental Agreement with prior written consent of both parties. The services provided with each Task Order will begin upon issuance of a “Notice to Proceed” by the City of Ridgeland and end following the completion of the project.

The City will evaluate the RFQ Responses based on the following factors listed in their relative order of importance:

- 1. Experience in scope of work for water, sewer, drainage and infrastructure projects (30% of total score)
- 2. Qualifications of assigned staff and company resources (25% of total score)
- 3. Past performance of the CONSULTANT (20% of total score)
- 4. Availability of Personnel (20% of total score)
- 5. Locations of the CONSULTANT’s home, branch and field offices (5% of total score)

The City reserves the right to select up to five (5) CONSULTANTS. The City reserves the right to reject any and all RFQ Responses and/or discontinue the execution of any General Services Agreement or Task Order assignment with any party at any time. The City shall not be liable for any costs incurred by any CONSULTANT prior to the Notice to Proceed effective date for a Task Order Assignment. The City of Ridgeland is an equal opportunity employer. The City of Ridgeland, Mississippi hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, religion or national origin in consideration for an award. The selected CONSULTANTS will be notified in writing of their selection. The CONSULTANT(s) who were not selected will be notified in writing of the name of the selected CONSULTANTS.

BY ORDER OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF RIDGELAND, MISSISSIPPI, ON THIS THE 1st DAY OF AUGUST 2023.
CITY OF RIDGELAND, MISSISSIPPI

BY: (s) Paula Tierce
Paula Tierce, CITY CLERK

Publish Thursday August 10th and Thursday August 17th IN THE CLARION LEDGER.

Furnish proof of publication to: Paula Tierce, City Clerk, City of Ridgeland; P.O. Box 217; Ridgeland, MS 39158-0217 (601-856-7113)

Send invoice to: Paula Tierce, City Clerk, City of Ridgeland; P.O. Box 217; Ridgeland, MS 39158 (601-856-7113).

*Miss. Code Ann Sections 73-13-1 through 73-13-45 (1972) (as amended) govern the practice of engineering in Mississippi. Firms are encouraged to contact the Mississippi Board of Licensure for Professional Engineers and Surveyors at (601) 359-6160 to insure that individuals and firms are qualified to offer and provide services in the State of Mississippi. The Board’s web address is www.pepls.state.ms.us.