



NORTHEAST MISSISSIPPI PLANNING & DEVELOPMENT DISTRICT

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January 25, 2018

Mississippi Development Authority
P O Box 849
Jackson, Ms. 39205-0849

Re; Tishomingo County/CDBG/Economic Development Project
Engineering Proposals/Public Infrastructure Improvements

Dear Sirs:

Enclosed is a copy of the request for engineering proposals for a Public Infrastructure improvement project. This project is in connection with a Community Development Block Grant project for Tishomingo County, MS.

Contact me with any questions or concerns.

Sincerely,

A handwritten signature in blue ink that reads "Wanda Christian". The signature is fluid and cursive.

Wanda Christian
Economic Development Coordinator

Enclosures

REQUEST FOR PROPOSAL FOR ENGINEERING SERVICES

Tishomingo County requests proposals from qualified firms or individuals to provide engineering services for work related to the implementation of approved FY 2018 CDBG project(s). You are invited to submit a proposal, in accordance with this request, to Tishomingo County, 1008 Battleground Drive-Iuka, MS. 38852 no later than 2/06/18 @ 4:00 pm.

The Engineer will be responsible for performing 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 Tishomingo County and approve all payment requests.

Tishomingo County is an Equal Opportunity Employer. Tishomingo County encourages Minority-owned Business Enterprises (MBE's) and Woman-owned Business Enterprises (WBE's) to submit proposals. Tishomingo 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 Tishomingo County and its contractors that participate in the above referenced Program give opportunities for job training and employment to lower income residents of Tishomingo County. Section 3 also requires that contracts for work in connection with the Section 3 area to be awarded to Section 3 eligible business concerns

All proposals must be submitted in a sealed envelope and marked with the following language: "Proposals for CDBG 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 qualification of persons assigned to projects;

Experience- Information regarding the firm's experience and the projects previously undertaken, including the type and amount of grants awarded, the project activities, and the status of projects;

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

Tishomingo 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. Tishomingo County reserves the right to reject and/or all proposals.

Subject to CDBG award(s) and the removal of all environmental conditions, Tishomingo 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 Tishomingo 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. Tishomingo County has the authority to terminate the selection at any time.

The County reserves the right to reject any or all proposals.

Greg Collier, President