

REQUEST FOR PROPOSALS TO PROVIDE PROFESSIONAL SERVICES

The City of Hernando is issuing a Request for Proposals to provide Professional Services for preliminary engineering in application for funding assistance, and if funded, plans & specifications and construction services.

Qualified entities are invited to submit proposals, in accordance with this request, to the Hernando City Hall at 475 West Commerce Street, Hernando, MS 38632, not later than 4:00 p.m. local time on Tuesday, August 25, 2020. The proposals will be opened and reviewed by committee.

A contract may be awarded to the responsible offeror whose proposal is within the competitive range and determined to be the most advantageous to the project. For factors to be considered and to request an INFO TO PROPOSER SHEET, please contact Darrell Dixon, Project Administrator at (662) 561-4116 or by fax at (662) 561-4112.

Those desiring consideration should submit 1 original proposal and 7 copies by 4:00 p.m. local time on Tuesday, August 25, 2020 and must include the following:

1. Qualifications – List of qualifications of each staff person to be assigned to project.
2. Experience – Information regarding the experience of the firm. This information should include types of project activities undertaken.
3. Capacity for Performance – Identify the number and title of staff available to be assigned to provide services.

All proposals will be rated on the following system to determine the best offeror:
Qualifications – 40, Experience – 40, Capacity – 20, to Total: 100 points.

The City of Hernando is an Equal Opportunity Employer. The city encourages Minority-owned Business Enterprises (MBEs) and Woman-owned Business Enterprises (WBEs) to submit proposals.

Subject to funding award(s) and the removal of all environmental conditions, the City of Hernando may award an applicable contract to 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 city, all factors considered. The contract will include scope and extent of work and other essential requirements. The city reserves the right to reject any and all proposals and to waive any irregularities in the proposals or the submission process.

Run Dates: August 6, & August 13, 2020