**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES**

This is a Request for Qualifications (RFQ) to provide Engineering Services for George County Board of Supervisors, Mississippi’s Small Municipalities and Limited Population Counties Grant project through the Mississippi Development Authority (MDA). The grant will be utilized for the purpose of connecting to existing 6” sewer force main, construction of a sewer lift station, construction of a 4-6” sewer force main which will be connected to the new sewer lift station, 1,300 linear feet of 4-6” PVC wastewater line, and two new concrete sewer manholes.

You are invited to submit a RFQ, to the George County Chancery Clerks Office; 355 Cox Street, MS 39452; no later than **4:00 p.m. local time on March 25, 2019**. Those desiring consideration should submit one original RFQ and five copies. The proposals will be reviewed at the next regularly scheduled Board of Supervisors meeting.

The contract will be awarded to the responsible offeror whose RFQ is written within a competitive range and determined to be the most advantageous to the County, all factors considered. Factors to be considered in evaluating RFQ and their relative importance are set forth below.

The engineer shall perform all necessary services to properly carry out the activities of the project in accordance with all MDA requirements and State/Federal laws. The project includes the following activities:

A. Prepare final plans and specifications for the project;

B. Prepare and distribute bid packets (ensuring that all MDA, Federal, and State requirements are met in contract preparation);

C. Assist in bid opening and prepare bid tabulation;

D. Conduct pre-construction conference with contractor(s) and staff representatives, documenting files with minutes of meeting;

E. Conduct work-in-progress inspections giving periodic reports to the Board and approving any and all partial payment requests.

 The contract will be on a fixed price basis. Those desiring consideration should submit RFQ by the time and date stated above and must include the following:

1. Qualifications - List of qualifications of each staff person to be assigned to the project.

2. Experience - Information regarding the experience of the firm. Information shall include types of project activities undertaken.

3. Capacity for Performance - Identify the numbers and titles of staff available to be assigned to provide services. Also include an estimated time required to accomplish each phase of the project.

The RFQ will be reviewed by the Board President and by a committee appointed by the Board of Supervisors using the above criteria. All proposals will be rated on the following system to determine the best offeror: Qualifications-40, Experience-40, Capacity-20, Total: 100 Points. Negotiations will be conducted to determine a mutually satisfactory contract first with the offeror receiving the highest number of points. Contractual awards will be made to the qualified offeror whose proposal is most advantageous to George County.

The George County Board of Supervisors reserves the right to reject any and all proposals.

George County is an Equal Opportunity Employer.