

REQUEST FOR PROPOSALS TO PROVIDE PROFESSIONAL SERVICES

Northwest Mississippi Community College is issuing a Request for Proposals to provide Professional Services for preliminary architecture and design 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 Northwest Mississippi Community College at 4975 Highway 51 North, Senatobia, MS 38668, not later than 4:00 p.m. local time on Monday, July 6, 2020. The proposals will be opened and reviewed by committee at the Northwest Mississippi Community College in Senatobia, Mississippi.

The contract will 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 the Lillian Morris-Hilson, Northwest Mississippi Community College Grants Coordinator at (662) 562-3264 OR 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 Monday, July 6th, 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.

Northwest Mississippi Community College is an Equal Opportunity Employer. Northwest Mississippi Community College 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, Northwest Mississippi Community College will award the 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 college, all factors considered. The contract will include scope and extent of work and other essential

requirements. Northwest Mississippi Community College reserves the right to reject any and all proposals and to waive any irregularities in the proposals or the submission process.

Run Date: Tuesday, June 2 & June 9, 2020

INFORMATION TO PROPOSER'S SHEET NORTHWEST MISSISSIPPI COMMUNITY COLLEGE

Professional Architecture Services

The contract will be offered to the responsible firm whose proposal is within the competitive range and determined to be the most advantageous to the college, all factors considered. The factors to be considered in evaluation of proposals and their relative importance are set forth (below in Instructions to Proposer).

The Architecture Firm selected shall perform all the necessary activities to complete an application for funding applications.

The Architecture Firm selected will also be selected as the project architect for the completion of the construction portion of the project, if awarded grant funding.

Instructions to Proposer

Those desiring consideration should submit proposals (7 sets) by the time and date in the enclosed notice and must include the following:

1. Qualifications - List of qualifications of each staff person(s) to be assigned to the project.
2. Experience - Information regarding the experience of the firm. The Information should include projects requiring same or similar services undertaken.
3. Capacity of 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 firm:

Description and Maximum Points: Qualifications - 40, Experience - 40, Capacity
- 20,
Total - 100 Points.

The proposals will be accepted by the Northwest Mississippi Community College at 4975 Highway 51 North, Senatobia, MS 38668, until 4:00 p.m. local time on Monday, July 6, 2020 when proposals will be opened and reviewed by the committee at the Northwest Mississippi Community College in Senatobia, Mississippi.

After review, the highest rated firm will be acknowledged. A written contract will be offered to the firm whose proposal is within the competitive range and determined to be the most advantageous to the college. The contract will include scope and extent of work and other essential requirements.

No proposal may be withdrawn for a period of sixty (60) days following its submission. The college reserves the right to reject any and all proposals, and to waive any irregularities in the proposals or the submission process.