**LEGAL NOTICE**

**CITY OF VICKSBURG, MISSISSIPPI**

**REQUEST FOR QUALIFICATIONS**

**Vicksburg USA Multi Modal Port Development Due Diligence**

The City of Vicksburg requests proposals from qualified organizations - namely private consultants and other qualified organizations - to furnish professional consulting services to the City of Vicksburg and the Vicksburg Economic Development partners for the development of a multi-phase project port development project to include Inland Port Market Opportunity Analysis, Planning, Design and Potential Development of an Inland Port in the vicinity of the City of Vicksburg, Mississippi.

The contract will be awarded to the responsible organization whose proposal is within the competitive range based on evaluation and determined to be the most advantageous to the City, price and other factors considered.

Responses to this RFP must include a clear description of how the consulting firm or qualified organization will accomplish the deliverables listed below, must provide a clear time table, and provide a cost for each one of the deliverable along with any clarifying notes that might be deemed necessary for clarity.

**Sections to be included in a response to the RFP:**

1. **Statement of Qualifications-** The proposal must clearly identify the team’s experience in offering the services and deliverable specified in this RFP. The statement of qualifications should include a list of the agencies that have been served or are currently being served by the consulting firm or qualified organization.
2. **Team & Personnel-** Clearly define the qualifications, professional history, and expertise of the members of the team that will directly work on the project.
3. **Project Plan-** A narrative style description must be included of how the consulting firm will work with the City of Vicksburg or its designee organization to fulfill the project requirements.
4. **Timetable-** A clear timetable defining the expected time that each deliverable will take to be completed
5. **Cost-** A detailed explanation of the cost associated with each one of the deliverables contained in the RFP.

**Deliverables:**

1. **Market Analysis.** Advise the City of Vicksburg and/or its designee organization on the development of an RFP to select an independent third party consulting firm to develop a market analysis to support a true and accurate assessment of the business feasibility of constructing and profitably operating a new regional inland port in Vicksburg, MS.
2. **Master Plan Development.** Vision, Goals, & Master Plan Development. Depending on the third party independent results of the Market Analysis, the private consultant or qualified organization might be further engaged by the City of Vicksburg in the development of a port master plan to include infrastructure options needed to accommodate any demand as forecasted by the Market Analysis.
3. **Cost Estimate.** If a Master Plan Development is authorized by the City of Vicksburg, the private consultant or qualified organization must develop and present as part of its report a cost estimate for each development option suggested to accommodate the demands forecasted by the Market Analysis.
4. **Financial Modeling.** The private consultant or qualified organization must develop a financial model to determine the cost-benefit ratio and other financial metrics based on the forecast demand, anticipated revenues, the development costs, and the operational and maintenance costs.
5. **Best Alternative Recommendation.** Based on the Market Analysis, the financial model, and other qualitative and quantitative factors identified (including environmental impacts, socioeconomic benefits, overall costs, etc), the private consultant or qualified organization should provide a recommendation on the best development alternative for the new port.

Proposals will be reviewed by a selection committee to evaluate the proposals. The committee may also choose to interview one or more firms. The contract will be on a fixed price basis following contract negotiation with the selected firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature and the value of services to be rendered.

The City of Vicksburg reserves the right to reject any and all proposals.

Bidders are cautioned that the City Clerk does not receive the daily U.S. Mail on or before 9:00 am. Bid will be time-stamped upon receipt, according to City Clerk’s time clock.

Proposals must be submitted to the Office of the City Clerk, 1401 Walnut Street, Vicksburg, MS, on or before 9:00 a.m. on December 3, 2018. Proposals received will be acknowledged by the Board of Mayor and Aldermen at their regular meeting at 10:00 a.m. on the same date and referred to a selection committee for review and recommendation to the Board. Each firm should submit an original and seven (7) copies of the proposal.

Publish:

October 30

Nov. 6