

Request for Proposals
Professional Services for NIST Grant

HANCOCK COUNTY is requesting proposals from qualified firms and individuals for Professional Services related to the Indoor Mapping project in Hancock County for the mapping of 32 buildings totaling approximately 1,873,381 square feet. The project is being funded through a National Institute of Science and Technology Grant through the United States Department of Commerce. Interested firms and individuals may obtain a copy of the grant award via request from Eddie Favre, County Administrator.

Hancock County is requesting proposals for the provision of the services and deliverables for completion of the work consistent with the Grant Award and timeline (requiring completion by September 30, 2019), including without limitation: completing all deliverables for NIST Grant # 2018-NIST-PSIAP-PC2; providing \$100,000 of in-kind supplies in the form of geospatial software and hardware needed during the duration of the grant as per NIST requirements; providing training, equipment, and data processing required by the grant; traveling as required by NIST within the travel budget provided to the County under this grant; completing indoor surveys of ten schools identified by the Hancock County Emergency Management Agency and approved by NIST for this grant, being 1. Hancock High School – 309,347 sq. ft., 2. Bay High School – 142,762 sq. ft., 3. Hancock Middle School – 139,662 sq. ft., 4. Bay Middle School – 104,630 sq. ft., 5. North Hancock Elementary – 89,541 sq. ft., 6. East Hancock Elementary – 91,640 sq. ft., 7. South Hancock Elementary – 92,560 sq. ft., 8. West Hancock Elementary – 90,039 sq. ft., 9. North Bay Elementary – 64,415 sq. ft. and 10. Waveland Elementary – 76,486 sq. ft.. Contractor shall use all clouds, photographs, vectors and attributes required by NIST guidelines.

Hancock County will only contract with a responsible contractor possessing the ability to perform successfully under the terms and conditions of this procurement, as determined by the Supervisors and/or its selection committee. The County's selection committee will consider technical issues as relates to the proposals received and the grant requirements and may obtain assistance with this review in its discretion. Responding firms or individuals should submit a statement of their qualification and experience, as well as that of all of their pertinent personnel. Proposals will be evaluated by a selection team on the basis of the following criteria and ranked by an assigned point system, being 20 points maximum per category: 1) Knowledge and experience providing services related to federal grant projects and compliance with public policy; 2) Technical competence of staff and principals (qualifications), record of past performance and ability to perform services required; 3) Personnel resources and assessment ability, and entity/individual financial and technical resources; 4) contractor integrity; and 5) knowledge of and familiarity of projects such as those needed for this project.

Firms will be evaluated and ranked using the above criteria. Hancock County reserves the right to negotiate compensation for each of those services with the selected firm as being most qualified, with the amount of any and all costs being capped. Hancock County reserves the right to reject any or all proposals and to waive any irregularities or formalities in proposal process, and to reject any and all proposal. By submitting a proposal, the proposing entities or persons waive any right to seek damages related to their proposal, and acknowledge the County's right to reject any or all proposal, or portions thereof. Hancock County further reserves the right engage entities or firms for only some of the services listed above. All proposals should be sealed and

properly labeled “Professional Service Proposals – NIST Grant.” The County is an equal opportunity employer and contractor, and specifically solicits with this proposal small and minority firms, women’s business enterprises and labor surplus area firms to submit proposals. The County will further take additional further steps to assure that such minority businesses, women’s business enterprises and labor surplus area firms are used when possible, including its right to utilize any of the methods outlined in 2 CFR Section 200.321. Any contract resulting from this request for proposals will contain contract provisions including those listed in Title 2 CFR Sections 200.318-316, or otherwise required by the NIST Grant, including without limitation The Department of Commerce Financial Assistance Standard Terms and Conditions (March 31, 2017 iteration) and the Reporting Requirements of the Department of Commerce Financial Assistance Standard Terms and Conditions, Section A.01 “Reporting Requirements.” Proposers shall agree to be bound by those terms and to ensure grant and work compliance with same.

Proposals shall be addressed and delivered to Eddie Favre, County Administrator, no later than 10:00 a.m. on December 3, 2018. Proposals may be mailed or hand-delivered to: Attention: Office of the County Administrator, 854-A Highway 90, Bay Saint Louis, MS 39520. Any mailed or hand-delivered proposal must actually be received by the County Administrator prior to the 10:00 a.m., December 3, 2018 deadline. The name and mailing address of the firm or individual submitting the proposal should appear on the face of the envelope. Please submit any questions you have concerning this matter via U.S. Mail, postage prepaid to Eddie Favre at 854-A Highway 90, Bay Saint Louis, MS 39520.