

## **REQUEST FOR PROPOSALS**

Notice is hereby given that the City of Biloxi, Mississippi, will receive sealed proposals at the Mayor's Office, City Hall, second floor, until 10:00 AM on the 14<sup>th</sup> day of April, 2021, for the following:

### **LIGHTHOUSE PIER – HURRICANE ZETA DAMAGE CITY OF BILOXI, MISSISSIPPI**

The City of Biloxi will accept Statements of Qualifications & Experience from qualified firms for the design of Lighthouse Pier, south of the Biloxi Lighthouse. The project will seek to design a more resilient pier to reduce and/or eliminate damages caused by tropical events. Design services will include, but not be limited to, permitting; geotechnical investigations; field surveys and related documents; preliminary design with cost estimates; final design and preparation of construction drawings and specifications; and complete construction inspection services.

Lighting, signage, benches, trash receptacles, and other appurtenances shall comply with the City of Biloxi design standards for waterfront development.

Qualified firms must be familiar with the FEMA/MEMA regulations, mitigation procedures, reimbursement requirements, and have a proven track record of providing these services.

Proposal documents are available at [www.biloxiplans.com](http://www.biloxiplans.com). At this site proposals can be viewed for no charge or physically purchased. All plan holders are required to have a valid email address for registration. Purchased proposal documents are non-refundable and must be purchased through the website. Questions regarding website registration and online orders please contact web support at (662) 407-0193.

A view only copy of the proposal document is also available at the City of Biloxi Engineering Department, which is located at 214 A Delaney Street, Biloxi, Mississippi (the Public Works Building), (228) 435-6269; or City of Biloxi Purchasing Office, City Hall, first floor, 140 Lameuse Street, Biloxi, Mississippi (228) 435-6252.

All addenda will be issued through [biloxiplans.com](http://biloxiplans.com) only to those proposers on the bidders list. Proposers can be placed on the bidders list only through acquiring this proposal through the [biloxiplans.com](http://biloxiplans.com) website. City employees are not able to add companies to the bidders list.

All inquiries regarding this RFP must be in writing either by email or mail to: Mary Williams, P.E., Acting City Engineer, P.O. Box 429, Biloxi, MS 39533, Ph: 228-435-6269. Email: [mwilliams@biloxi.ms.us](mailto:mwilliams@biloxi.ms.us)

All questions regarding this RFP must be received by 4:00 p.m. Wednesday, April 7th, 2021. No questions requiring an addendum will be answered after this date.

Firms or individuals proposing to furnish professional services should submit a statement of their qualifications, experience, and capacity for performance. A selection committee will rank the proposals received by criteria described below:

- Qualifications - 40%  
Technical competence of staff and principals  
Familiarity with FEMA and MEMA Interaction and Compliance Experience  
Proximity to project location

- Experience - 25%  
Previous experience with similar projects  
Experience with similar work completed in the last 5 years  
Past performance including timelines, cost parameters, and construction phase projects  
Familiarity with FEMA and MEMA Interaction and Compliance Experience
- Capacity for Performance - 20%  
Ability to perform in a timely fashion and within budget  
Personnel resources, company infrastructure, availability of qualified staff to implement the project
- Project Understanding/Approach - 15%

Firms will be evaluated and ranked according to the above criteria. The City will negotiate compensation with the highest ranked firm for the proposed project, which includes federal funding.

Provisions of this RFP and the contents of the successful responses are considered available for inclusion in the final contractual obligations. A written contract will be awarded to the firm whose proposal is determined by the committee to be most advantageous to the City, cost and other factors considered. The contract will include scope and extent of work and other essential requirements.

If proposer elects to submit hard copy proposals, 5 copies shall be submitted. Hard copy proposals shall be delivered to the Mayor's Office, Second Floor, City Hall Building, 140 Lameuse Street, Biloxi, Mississippi, 39530. Proposers have the option of submitting their bids sealed in an envelope or through the City's electronic bid submission link at [www.biloxiplans.com](http://www.biloxiplans.com).

Proposals should be sealed and properly labeled as **LIGHTHOUSE PIER – HURRICANE ZETA DAMAGE** and the envelope should list Company Name, Address and all applicable state and local license numbers.

The City reserves the right to reject any and all bids and to waive any informality in the proposal accepted. The City of Biloxi is an equal opportunity employer.

Published by the order of the Municipal Clerk, this the 18<sup>th</sup> day of March, 2021.

(SEAL)

Deputy   
MUNICIPAL CLERK

SEND PROOF OF PUBLICATION

Publish Twice: March 23 & 30, 2021.