REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES

Prentiss County in conjunction with the City of Booneville requests proposals from qualified firms or individuals to provide engineering services for work related to an application(s) for an infrastructure project with potential funding from: FEMA - BRIC and FMA, HUD - Community Development Block Grant, Appalachian Regional Commission, SRF – State Revolving Fund and/or other federal funding agencies. This Request for Proposal includes the preparation of a preliminary cost estimate to be used in the application and project engineering services if the project is awarded. You are invited to submit a proposal, in accordance with this request to the Prentiss County Board of Supervisors **no later than 4 pm on Tuesday, February 1, 2022, at the Prentiss County Chancery Clerk’s Office at, 101 North Main Street, Booneville, MS 38829**

The Engineer will be responsible for performing all engineering services through project closeout in accordance with federal, state, and local laws, regulations and policies. The scope of work includes but is not limited the following: 1) prepare preliminary cost estimate and preliminary engineering report; and if grant is awarded 2) prepare plans and specifications, 3) distribute bid documents, 4) assist in bid opening and prepare bid tabulation, 5) assist in the execution of construction contracts, 6) hold preconstruction conference, and 7) perform construction inspection including periodic reports to Prentiss County and the City of Booneville and approve all payment requests.

Prentiss County and the City of Booneville are Equal Opportunity Employers. Prentiss County and the City of Booneville encourage Minority owned Business Enterprises (MBEs) and Woman owned Business Enterprises (WBEs) to submit proposals. Prentiss County and the City of Booneville also encourage Section 3 eligible businesses to submit proposals. Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 17010) requires, to the greatest extent feasible, that Prentiss County and the City of Booneville and its contractors that participate in the above referenced Program give opportunities for job training and employment to lower income residents of Prentiss County and the City of Booneville. Section 3 also requires that contracts for work in connection with the Section 3 area be awarded to Section 3 eligible business concerns.

**All proposals must be submitted in a sealed envelope and marked with the following language: “Proposal for Engineering Services.”** Proposals will be evaluated by the Board of Supervisors on the following factors: Qualifications, (40 points), Experience (40 points) and Capacity for Performance (20 points). To be evaluated properly, the following must be addressed in detail:

Qualifications – List of qualifications of person to be assigned to project;

Experience – Information regarding the firm’s experience and the projects previously undertaken, including the type and amount of grants awarded, the projects activities, and the status of projects;

Capacity for Performance – Identify the number and title of staff assigned to provide services.

The Prentiss County Board of Supervisors will evaluate and select the most qualified applicant and prior to award, will obtain award concurrence from the City of Booneville. Prentiss County may hold proposals for a period of not to exceed forty-five days (45) for the purpose of reviewing the content of the proposals and investigating the qualifications of the firms and assigned individuals. Prentiss County in conjunction with the City of Booneville reserves the right to reject and/or all proposals.

Subject to grant award and the removal of all environmental conditions, Prentiss County and/or the City of Booneville, whichever is applicable based on funding and project source, will award a contract with 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 Prentiss County and the City of Booneville, price and other factors considered. The contract will include scope and extent of work and other essential requirements. An individual contract will be executed for the awarded project and the contract will be on a fixed price basis. Prentiss County has the authority to terminate the selection at any time.



**PLEASE RUN as a legal ad in THE BANNER INDEPENDENT ON**

**January 13, 2022 and**

**January 20, 2022**

**SEND PROOFS OF PUBLICATION TO:**

**Prentiss County Chancery Clerk**

**101 North Main Street**

**Booneville, MS 38829**

**and**

**Northeast MS PDD**

**ATTN: Angie Duvall**

**PO Box 600**

**Booneville, MS 38829**

**SEND BILL TO: Prentiss County Chancery Clerk**