



BOARD OF SUPERVISORS

ALCORN COUNTY, MISSISSIPPI

305 South Fulton Drive • Corinth, Mississippi 38834 • (662) 286-7707

VIA CERTIFIED MAIL

March 12, 2019

Mississippi Procurement Technical Assistance Program
Mississippi Development Authority
Minority & Small Business Development
P.O. Box 849
Jackson, MS 39205

RE: Community Development Block Grant Program (CDBG) – Alcorn County, MS
Request for Statement of Qualification - Engineering Services

Dear Sir or Madam:

Alcorn County, Mississippi is soliciting Statements of Qualifications from professional engineering firms to provide engineering services for a 2019 CDBG project.

Enclosed is a copy of the Request for Qualifications that outlines the scope of work and the County's procedures for the selection of a Professional Engineering Firm. If you have any questions concerning this solicitation for proposals, please contact Jimmy Tate Waldon, Board President at (662) 286-7700.

Sincerely,

Jimmy Tate Waldon
Board President

Enclosure

JIMMY TATE WALDON, President
Fifth District

TIM MITCHELL, Vice President
Third District

LOWELL HINTON
First District

JAMES VOYLES
Second District

STEVE GLIDEWELL
Fourth District

**ALCORN COUNTY, MISSISSIPPI
REQUEST FOR QUALIFICATIONS (RFQ) CDBG
PROFESSIONAL ENGINEERING SERVICES**

Alcorn County, Mississippi is requesting Statements of Qualifications from qualified professional engineering firms in connection with a Mississippi FY 2019 Community Development Block Grant Program. Proposals must be submitted no later than 2:00 p.m., CST, April 2, 2019. They must be either mailed or delivered to: Jimmy Tate Waldon, Board President, Alcorn County, P.O. Box 69, Corinth, MS 38835-0069 (662) 286-7700.

Engineering Services are needed to assist in engineering preliminary design, and development of engineering reports, plans, specifications and bid documents; on-site inspection, and all engineering services necessary to carry out the activities of the County's CDBG project if funded. The Engineering consultant must carry out all activities in accordance with federal and state laws, regulations, and procedures of the CDBG Program.

All proposals should be submitted in a sealed envelope and marked with the following language: **"Statement of Qualifications for CDBG Engineering Services."** Proposals will be evaluated on the following factors: Qualifications and Availability of Key Personnel (40 points), Experience and Technical Expertise (40 points), and the Scope of Services (20 points). To be evaluated properly, the following must be addressed in detail: **Availability of Qualified Personnel** – List of qualifications of persons to be assigned to project. **Experience Technical Expertise** – Information regarding the firm's experience and projects previously undertaken, including the types and cost of project. **Scope of Services** – Summarize scope and the type of services and activities offered by the firm.

Alcorn County is an Equal Opportunity Provider and Employer. The County encourages Minority-owned Business Enterprises (MBEs) and Woman-owned Business Enterprises (WBEs) to submit proposals. Additionally, Section 3 of the Housing and Urban Development Act of 1968, as amended September 2, 1992, as a statutory provision per 24 CFR 135 of the federal regulations, requires that, to the greatest extent feasible, opportunities for training, employment, and contracting and other economic opportunities be given to low and moderate income residents of the project area. Section 3 also requires that, to the greatest extent feasible, contracts for work in connection with the project be awarded to Section 3 eligible business concerns which are located in, or owned in substantial part, by persons residing in the project area.

Alcorn County will award a contract to the qualified firm whose proposal has the highest number of cumulative points issued by the County and determined to be the most advantageous to the County. The contract will include scope and extent of work and other essential requirements. An individual contract will be executed for each funded project. The contract will be on a lump sum basis.