

**REQUEST FOR QUALIFICATIONS
FOR ENGINEERING SERVICES -
NORTH STREET SIDEWALK PROJECT
PASS CHRISTIAN, MISSISSIPPI**

The City of Pass Christian will accept sealed proposals from qualified firms for professional engineering services required for the following:

1. Design and bidding services for the installation of an accessible concrete sidewalk and related improvements on the South side of West North Street extending westward from Fire Station No. 2 for approximately for approximately 1,000 SY.
2. Overall Construction Administration and Construction Inspection services during the construction of the project or projects.

Services to be provided by selected firm(s) include all phases of the design and contract administration of the projects, including resident inspection. The form of each agreement will be the STANDARD FORM OF AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES or an agreement with such provisions as shall be required by the grant funding agency. All work shall be performed in accordance with the executed Agreement and guidelines by MDOT and other agencies as applicable. Services will be further defined within each engineering contract awarded and negotiated under this RFQ. This project will be primarily funded in part with FHWA Federal grant funds as allocated to MDOT.

Contracts will be awarded to the firm based upon responses to this solicitation, in the manner deemed to be most beneficial to the City. The following factors will be considered in making these selections:

1. EXPERIENCE with similar type of projects.
2. QUALIFICATIONS and technical expertise in similar projects.
3. KNOWLEDGE of the City and familiarity with city standards and preferences.
4. CAPACITY to perform the work in a timely manner.

Proposers should include detailed data on recent similar projects completed by the firm (including references), and biographical information about the specific individuals who will be assigned to this project. The proposal should include a proposed method or methods of payment, but no detailed pricing is requested at this time. All proposals will be rated on the following system to determine the best offeror for each project or group of similar projects: EXPERIENCE – 30%; QUALIFICATIONS – 25%; KNOWLEDGE – 35%; CAPACITY – 10%.

Contracts will be awarded to the qualified offerors in a manner determined to be most advantageous to the City with all relevant factors considered. The Mayor and Board of Aldermen reserve the right to reject all proposals and/or to waive any irregularities or informalities in the proposal process. Proposals may be held by the City for a period not to exceed thirty (30) days from the date of submittal for the purpose of review, prior to awarding the contract. The City of Pass Christian is an equal opportunity employer. MBE and/or WBE individuals and firms are encouraged to submit proposals.

Proposals will be opened, reviewed, and ranked by the City staff after submittal with the final selection to be made by the Mayor and Board of Aldermen. No formal presentation is needed or desired, but informal interviews may be scheduled, at City's discretion. Negotiations will be

conducted initially with the firm receiving the highest overall ranking. If a satisfactory contract cannot be successfully negotiated with the selected firm, then negotiations with that firm for that proposed contract will be terminated in writing, and negotiations will be initiated with the next highest ranking firm. This process will continue until a mutually satisfactory contract has been negotiated. In addition to reaching a fair and reasonable price for the required work the objective of negotiations will be to reach an agreement on the provisions of the proposed contract including scope and extent of work and other essential requirements.

Proposals should be sealed and properly marked as "PROPOSAL FOR ENGINEERING SERVICES FOR NORTH STREET SIDEWALK PROJECT" and may be delivered or mailed to: City Clerk, 200 West Scenic Drive, Pass Christian, MS 39571. Telephone contact number: 228-452-3311. Proposals must be received not later than 1:00 PM, August 7, 2017. Three copies of each proposal should be submitted.