**Request for Proposals for Engineering Services**

**Lawrence County Board of Supervisors**

This is a request for Proposals for Engineering Services for work related to the implementation of proposed FY 2015 Community Development Block Grant (CDBG) Project for the Lawrence County Board of Supervisors. This project will involve installing a new sanitary sewer system in the Oma Community.

You are invited to submit a proposal, in accordance with this request, to the Lawrence County Chancery Clerk, P. O. Box 821, 517 East Broad Street, Monticello, MS 39654 no later than 5:00 PM (Local Time) on Wednesday, December 10, 2014. Proposals should be in a sealed envelope and properly labeled as “2015 COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT”.

Contracts will be awarded to the responsible offeror whose proposal is within the competitive range and determined to be the most advantageous to the County, price and other factors considered. The factors to be considered in evaluation of proposals and their relative importance are set forth below:

**ENGINEER:**

The engineer will perform all the necessary engineering services to properly carry out the activities of the project in accordance with State and HUD prescribed rules, regulations, policies and state law. Engineering services will include but are not limited to preparation of plans and specifications for advertisement of bids; evaluation of bids and recommendation of contract award; preparation of the contracts in accordance with CDBG guidelines; conducting pre-construction conferences in coordination with Project Administrator; conducting employee on-site interviews during construction; conducting work-in-progress inspections giving periodic reports to the County ; and approving any and all partial payment requests. The contract will be on a fixed price basis.

Those desiring consideration should submit proposals by the time and date

stated and must include the following:

 1. Qualifications - List of Qualifications of each staff person to

 be assigned to project.

 2. Experience - Information regarding the experience of the

 firm. This information should include types of project

 activities undertaken.

 3. Capacity for Performance - Identify the number and title of

 staff available to be assigned to provide services.

All proposals will be rated on the following system to determine the best offeror:

Description and Maximum Points: Qualifications - 40; Experience - 40; Capacity - 20;

Total - 100 points.

The selection committee using the above selection criteria will review proposals. Each member of the committee will assign points to each criteria based on the content of the proposal. Negotiations will be conducted to determine mutually satisfactory contract first with the firm receiving the highest accumulated points, as rated by the committee.

Final award will be made to the responsible proposer whose proposal is determined to be the most advantageous to the County, cost and other factors considered.

The County reserves the right to reject any and all proposals.