**ADVERTISEMENT FOR PROPOSALS**

**ENGINEERING SERVICES**

**(Competitive Negotiation)**

The Town of Kilmichael, Mississippi, hereby requests proposals for engineering services from qualified firms or individuals for work related to the implementation of approved FY 2016 Community Development Block Grant - Public Facilities (CDBG # -1102-16-223-PF-01) sewer improvements project.

The Scope of Work will consist of preparation of preliminary cost estimates, preparation of plans and specifications for advertisement of bids; evaluation of bids and recommendation of contract award; preparation of the contract in accordance with CDBG guidelines; conducting pre-construction conference in coordination with project administrator; inspecting construction in progress; and advising the mayor and board of aldermen and the project administrator on contractor payments.

The Town of Kilmichael is an Equal Opportunity Employer. The Town encourages Minority-owned Business Enterprises (MBEs) and Woman-owned Business Enterprises (WBEs) to submit proposals. The Town also encourages 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 the Town and its contractors that participate in the above referenced Program give opportunities for job training and employment to lower incomes residents of Kilmichael. Section 3 also requires that contracts for work in connection with the Section 3 area be awarded to Section 3 eligible business concerns.

Those desiring consideration should submit proposals by the time and date stated below 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 and capacity to perform the work within the time limitations.

4. Familiarity - Knowledge of the type of problems applicable to the project.

All proposals will be rated on the following system to determine the best proposal: Description and Maximum Points: Qualifications - 30; Experience - 30; Capacity - 30; Familiarity - 30; Total: 120 Points.

Proposals will be reviewed by the board of aldermen using the above selection criteria. Each member of the board will assign points to each criterion based on the content of the proposal. Negotiations will be conducted to determine a mutually satisfactory contract first with the firm receiving the highest accumulated points, as rated by the board.

Final award will be made to the responsible proposer whose proposal is determined to be the most advantageous to the Town. Proposals should be in a sealed envelope marked "ENGINEERING PROPOSAL – TOWN OF KILMICHAEL – SEWER IMPROVEMENTS PROJECT." Proposals should be mailed to the Town of Kilmichael, Post Office Box 296, Kilmichael, MS 39747 or delivered to 114 North Depot no later than 12:00 p.m. on January 3, 2017.

The Town of Kilmichael reserves the right to reject any and all proposals.

For more information, contact Chris Pope with North Central Planning and Development District at 662-283-2675 or write to 28 Industrial Park Boulevard, Winona, Mississippi 38967.

/s/ Bobby Howell, Mayor

Town of Kilmichael

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Please publish one (1) time, December 22, 2016, in the Legal Section of the Winona Times.

Send Proof of Publication to: Chris Pope

North Central Planning and

Development District

28 Industrial Park Blvd.

Winona, MS 38967

Send Bill to: Pauline Hall, Town Clerk

Town of Kilmichael

Post Office Box 296

Kilmichael, Mississippi 38967