

REQUEST FOR PROPOSALS TO PROVIDE ENGINEERING SERVICES

The Tippah County Board of Supervisors requests proposals from qualified firms or individuals to provide engineering services for work related to the application and implementation for construction of a new access road at North Ripley Industrial Park, funded in part by the Appalachian Regional Commission (ARC) and other federal or state funds.

Interested parties are invited to submit a proposal in accordance with this request to Tippah County Board of Supervisors, 101 East Spring Street, Ripley, MS 38663, not later than 10:00 a.m. on Monday March 2, 2026. Proposals must be submitted in a sealed envelope and marked on the outside as "Proposal for Engineering Services / North Ripley Industrial Park Access Road / ARC 2026".

The Engineer will be responsible for preparing project cost estimates for the application preparation and if awarded, the selected Engineer will provide 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 to the following:

- 1) Prepare plans and specifications for project including all services required for design and engineering phases of project including preliminary, environmental, and final design.
- 2) Construct and distribute bid packets (insuring that all Federal and State requirements are met in contract preparation).
- 3) Assist in bid opening and prepare bid tabulation
- 4) Assist in the execution of construction contracts
- 5) Conduct pre-construction conference with contractor, grant administrator, and staff representatives, documenting files with minutes of meeting.
- 6) Conduct work in-progress inspections giving periodic reports to the Tippah County Board of Supervisors and grant administrator approving any and all partial payment requests.
- 7) Provide all services necessary for execution of the project including consultations, surveys, soil investigations, supervision, travel, "as built" or record drawings, rights of way assistance, testing, construction engineering and incidental costs.

The Tippah County Board of Supervisors is an Equal Opportunity Employer and encourages Minority-owned Businesses (MBEs) and Women-owned Businesses (WBEs) to submit proposals.

Proposals will be evaluated on the following factors:

- 1) Qualifications- List of qualifications of each staff person assigned to project. (40 points)

- 2) Experience- Information regarding the experience and the projects previously undertaken, including the type and amount of grants awarded, the projects activities, and the status of the projects. (40 points)
- 3) Capacity for Performance- Identify the number and title of staff available to be assigned to provide services. (20 points)

All proposals will be rated on the above system to determine the best offeror.

The Tippah County Board of Supervisors will review proposals. Using the above selection criteria the Members will assign points to each criteria based on the content of the proposal. The Board of Supervisors may hold proposals for a period not to exceed thirty (30) days for the purpose of reviewing the content of the proposals and investigating the qualifications of the firms and assigned individuals. The Board of Supervisors reserves the right to reject any or all proposals.

Subject to grant awards, the Board of Supervisors will award a contract with the qualified individual firm whose proposal has the highest number of cumulative points issued by the Board of Supervisors and determined to be the most advantageous to the County, price and other factors considered. The contract shall include scope and extent of work and other essential requirements. An individual contract will be executed for each awarded project, and the contract will be on a fixed price basis. The Board of Supervisors has the authority to terminate the selection at any time.

Jimmy Gunn, President
Tippah County Board of Supervisors

February 11, 2026

February 18, 2026