

REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES

This is a Request for Qualifications (RFQ) to provide Engineering Services for the George County Board of Supervisors, Mississippi-Economic Development Administration (EDA) grant project (#04-79-07364). The grant will be utilized for the purpose of constructing a trucking entrance, an access road, an employee entrance, relocating a water mainline, and wastewater pipeline improvement.

Interested individuals or firms may submit a RFQ to the George County Chancery Clerks Office, 355 Cox Street, Lucedale, MS 39452; no later than **10 a.m. CST on Friday, Sept. 27, 2019**. Those desiring consideration should submit one original RFQ letter and five copies. The proposals will be reviewed at the next regularly scheduled Board of Supervisors meeting.

The contract will be awarded to the candidate whose RFQ packet is written within a competitive range and determined to be the most advantageous to the County. Major factors for consideration will be engineering qualifications and experience with state highway design, relocation of utilities and right-of-ways, full understanding of EDA construction requirements and permit requirements from the Mississippi Department of Transportation (MDOT). Factors to be considered in evaluating RFQ and their relative importance are set forth below.

The engineer shall perform all necessary services to properly carry out the activities of the project in accordance with all funding and documentation requirements through the EDA. The project includes the following activities:

- A. Prepare final plans and specifications for the project;
- B. Prepare and distribute construction bid packets (ensuring that all EDA, Federal, MDOT, and State requirements are met in contract preparation);
- C. Assist in bid opening and prepare bid tabulation to meet EDA requirements;
- D. Conduct pre-construction conference with contractor(s), County, and EDA representative(s), documenting files with minutes of meeting;
- E. Conduct work-in-progress inspections giving quarterly reports to the Board and EDA approving any and all partial payment requests.

The contract will be on a fixed price basis. Those individuals or firms desiring consideration should submit RFQ by the time and date stated above and must include the following:

1. Qualifications - List of qualifications of each staff person to be assigned to the project.
2. Experience - Information regarding the experience of the firm. Information shall include types of project activities undertaken.
3. Capacity for Performance - Identify the numbers and titles of staff available to be assigned to provide services. Also include an estimated time required to accomplish each phase of the project.

The RFQ will be reviewed by a Selection Committee appointed by the Board of Supervisors using the above criteria. This committee will make a recommendation to the full Board. All proposals will be rated on the following system to determine the best respondent: Qualifications-30, Experience-30, Capacity-40, Total: 100 Points.

Negotiations will be conducted to determine a mutually satisfactory contract first with the offeror receiving the highest number of points. Contractual awards will be made to the qualified offeror whose proposal is most advantageous to George County.

The U.S. Department of Commerce Economic Development Administration is providing partial funding for this project (EDA Investment No. 04-79-07364).

The George County Board of Supervisors reserves the right to reject any and all proposals. George County is an Equal Opportunity Employer.

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