

REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES

Lauderdale County requests proposals from qualified firms or individuals to provide engineering services for work related to the implementation of approved FY 2022 CDBG project for ADA improvements. You are invited to submit eight (8) copies of a proposal, in accordance with this request, to the Office of the County Administrator, Lauderdale County, 410 21st Ave., 11th Floor Annex /P. O. Box 1587, Meridian, MS 39302, no later than 10 a.m., on March 13, 2023.

The Engineer will be responsible for and 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; 2) distribute bid documents; 3) assist in bid opening and prepare bid tabulation; 4) assist in the execution of construction contracts; 5) hold pre-construction conference; and 6) perform construction inspection including periodic reports to Lauderdale County and approve all payment requests.

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

All proposals must be submitted in a sealed envelope and marked with the following language: "Proposal for CDBG Engineering Services." Proposals will be evaluated on the following factors: Qualifications (40 points); Experience (40 points); and Capacity for Performance (20 points). To be evaluated properly, the following must be addressed in detail:

Qualifications – List qualifications of persons assigned to the project;

Experience – Information regarding the firm's experience and the projects previously undertaken, including the type and amount of grants awarded, the project activities, and the status of the projects;

Capacity for Performance – Identify the number and title of staff assigned to provide services.

The County will designate a selection committee to evaluate each proposal. The selection committee may hold proposals for a period to not 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 County reserves the right to reject any and/or all proposals.

Subject to CDBG award(s) and the removal of all environmental conditions, the County will award a contract with the qualified individual or firm whose proposal has the highest number of cumulative points issued by the selection committee and determined to be the most advantageous to the County, price and other factors considered. The contract will 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 County has the authority to terminate the selection at any time.



PUBLICATIONS:

Please publish the above notice in the legal section of *the Meridian Star* on February 16, 2023 and February 23, 2023.

Please run TWO (2) times.

Send ***Bill and Certified Proof to:***

Ms. Carolyn Mooney, Chancery Clerk
Lauderdale County
P. O. Box 1587
Meridian, Mississippi 39302

Send ***Certified Proof of Publication to:***

Kawana McCary
East Central Planning & Development
District
P. O. Box 499
Newton, Mississippi 39345

Please contact **Kawana at 601-683-2007** if you have any questions.