

RFQ #17-0006
CITY OF MILLEDGEVILLE
REQUEST FOR QUALIFICATIONS AND PROPOSALS
ENGINEERING GRANT SERVICES

Date: October 7, 2016

Statements of qualifications and proposals are being requested from engineering firms with a strong record in successfully assisting local governments with engineering services for Community Development Block Grant (CDBG) programs. Responding firms should be technically qualified and licensed in the State of Georgia to provide these services.

Plans are to contract for engineering services required for an FY2017 CDBG project, if funded. The purpose of the project is to provide infrastructure improvements. If Community Development Block Grant funds are awarded, this procurement action may also lead to additional project contracts and/or contract addendums for other related services, for State and Federally funded projects.

Information which should be submitted for our evaluation is as follows:

- 1) History of firm and resources**
- 2) CDBG/EIP experience, including other DCA grant programs**
- 3) Key personnel/qualifications**
- 4) Current workload**
- 5) Scope and level of service proposed**
- 6) Experience with similar projects and list of references**
- 7) Fees and/or Percentages (if any) associated with design and construction management, if the project is funded.**
- 8) Errors and Omissions Insurance**
- 9) Statement of Qualifications Form**
- 10) Section 3 Certification Form**

All contracts are subject to Federal and State contract provisions prescribed by the Georgia Department of Community Affairs. This project is covered under the requirements of Section 3 of the HUD Act of 1968, as amended and Section 3 Business Concerns are encouraged to apply.

The City of Milledgeville also abides by the following laws as they pertain to HUD Assisted Projects: Title VI of the Civil Rights Act of 1964; Section 109 of the HCD Act of 1974, Title 1; Title VII of the Civil Rights Act of 1968 (Fair Housing Act); Section 104(b)(2) of the Housing and Community Development Act of 1974; Section 504 of the Rehabilitation Act of 1973 as amended; Title II of the Americans with Disabilities Act of 1990 (ADA); and the Architectural Barriers Act of 1968.

Interested parties should request copies of the Statement of Qualifications Form and Section 3 Certification Form prior to preparing and submitting their proposal. Proposals should be received no later than **5:00 PM on November 10, 2016**. Proposals received after the above date and time may not be considered. We reserve the right to accept or reject any and all proposals and to waive informalities in the proposal process. Questions, Statement of Qualifications and Section 3 Certification form requests and proposal packages should be submitted to the name and address listed below:

Jacque H. Huley, CPPB
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City of Milledgeville
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