

SPALDING COUNTY
REQUEST FOR QUALIFICATIONS
PRELIMINARY ENGINEERING & ARCHITECTURAL REPORT, DESIGN SERVICES AND
CONSTRUCTION ADMINISTRATION

Date: **November 1, 2019**

Statements of qualifications (SOQ) are being requested from Engineering and Architectural Firms with a strong record in successfully assisting local governments with the preliminary report, final design and construction administration of Federally Assisted Projects. Responding firms should be qualified to provide a Preliminary Engineering Report (PER) and/or Preliminary Architectural Report (PAR), design and construction administration services for projects utilizing federal funds.

Plans are to contract, within a year from the date of this notice, a reputable Engineering/ Architectural Firm for Preliminary Report, Design and Construction Administration services for Federally Funded Projects related to community and economic development. This procurement could include Community Development Block Grants (CDBG), Innovative CDBG Grants, Redevelopment Fund Projects (RDF), Employment Incentive Program (EIP) Projects, Economic Development Administration (EDA) Projects, Georgia Environmental Facilities Authority (GEFA) Projects, United States Department of Agriculture (USDA) Projects, Federal Highway Administration (FHA) Projects and any other federally funded projects in compliance with CFR 200 for Procurement. The County is considering applying for DCA's Innovative CDBG Program this year. This procurement action may also lead to additional project contracts and/or contract addendums for Preliminary Engineering Report (PER), Preliminary Architectural Report (PAR), design and construction administration services, for State and federally funded projects. This is **not** a request for retainer services. Submitting firms will be re-considered, on a project by project basis, should federally funded opportunities arise in the next 2-year period.

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

- 1) History of firm and resources**
- 2) Federal Funds Engineering/ Architectural Experience, including HUD, EDA, etc.**
- 3) Key personnel/qualifications**
- 4) Current workload**
- 5) Scope and level of service proposed**
- 6) Experience with similar projects and list of references**
- 7) Fee Percentages (if any) associated with the Preliminary Engineering Report (PER)/ Preliminary Architectural Report (PAR) for the application, and Design and Construction Administration Services.**
- 8) Errors and Omissions Insurance, please provide a copy.**
- 9) Statement of Qualifications Form**
- 10) Section 3 Certification Form, if claiming a preference.**

Future projects are subject to Federal and State contract provisions prescribed by the Georgia Department of Community Affairs and other federal agencies listed above. HUD projects are covered under the requirements of Section 3 of the HUD Act of 1968, as amended and Section 3 Business Concerns are encouraged to apply.

Spalding County 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 **2:00 p.m. December 2, 2019**. Statement of Qualifications received after the above date and time may not be considered. We reserve the right to accept or reject any and all Statement of Qualifications and to waive informalities in the proposal process. Questions and proposal packages should be submitted to the name and address listed below:

Terri Bass, Purchasing Agent
Spalding County
P.O. Box 1087, Griffin, GA 30224
Email: tbass@spaldingcounty.com