

BULLOCH COUNTY
REQUEST FOR QUALIFICATIONS AND PROPOSALS
PRELIMINARY ENGINEERING REPORT, DESIGN SERVICES AND
CONSTRUCTION ADMINISTRATION

Date: **November 16, 2023**

Statements of qualifications and proposals are being requested from Engineering 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), 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 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), Employment Incentive Program (EIP) Projects, Georgia Environmental Facilities Authority (GEFA) Projects, Economic Development Administration (EDA) Projects, and any other federally funded project in compliance with 24 CFR 570.489(g). This procurement action may also lead to additional project contracts and/or contract addendums for PERs, design and construction administration services, for State and Federally funded projects. This is **not** a request for retainer services. **Immediate plans call for services to assist the County with the Preliminary Engineering Report, Design Services and Construction Administration Services for a CDBG-EIP Project related to a rail spur.** Submitting firms will be re-considered, on a project-by-project basis, should future federally funded opportunities arise in the next 24-month period from date of this notice.

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

- 1) **History of firm and resources**
- 2) **Federal Funds Engineering 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 Engineering Report (PER), 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 (Only Submit with your Proposal if you are claiming Section 3 Status.)**

The immediate project is subject to Federal and State contract provisions prescribed by the Georgia Department of Community Affairs/and or other federal agencies listed above. The immediate 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. Future federal projects may not require Section 3 compliance.

Bulloch 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 **3:00 PM on December 28, 2023**. 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 and proposal packages should be submitted to the name and address listed below:

Peyton Fuller
Senior Accountant/Grants Manager
Bulloch County Board of Commissioners
115 North Main Street
Statesboro, Georgia 30458
912-764-0179
pfuller@bullochcounty.net

**ENGINEERING
STATEMENT OF QUALIFICATIONS**

NAME OF FIRM: _____

ADDRESS: _____

1. Years in Business in Present Form: _____

2. Firms History and Resource Capability to Perform Required Services:

3. Titles, Names, and Addresses of all Officers:

4. List categories in which firm is legally qualified to do business. Include Licenses and Registration where applicable.

5. Does your carry Errors and Omissions Insurance? _____

6. If you were awarded the design, bid phase, and inspection for this project, what percentage of construction would your fee be? _____

7. Does your firm charge for the preliminary engineering report (PER)?
If yes, what would the charge be? \$ _____
Can your firm meet the draft PER deadline? YES ___ NO ___

8. List up to five (5) project which demonstrate skills to be used on CDBG/EIP/EDA projects. Note project name, location, owner, year, contract amount, and nature of firm's responsibility.

1. _____
2. _____
3. _____
4. _____
5. _____

9. List key personnel (with qualifications) likely to be involved on these projects and explain their specific role in CDBG/EIP/EDA/RDF/ONEGEORGIA work.

10. List three (3) references for the Firm.

1. _____
2. _____
3. _____

11. Are you a Section 3 Business Concern? Yes _____ No _____

If yes, the Attached Section 3 Business Concern Certification, Previous Certification and Action Plan must be filled out, signed, notarized, and submitted with your proposal.

If no, you will only need to submit the Section 3 forms if you are the successful proposer.

Is the signed and notarized Section 3 Business Concern Certification, Previous Certification and Action Plan attached to your proposal? Yes _____

12. Certifying that:

Mr./Mrs./Ms. _____ (signature) being duly sworn deposes and states that he/she is the _____ (title) of _____ (name of firm) and that answers to the foregoing questions and all statements herein contained are true and correct.