

City of Nicholls
707 Van Street Highway
Nicholls, GA 31554
(912) 345-2421

August 1, 2024

REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES

The City of Nicholls is requesting qualifications for selection of an Engineering Firm to provide pre- and post-award services for various community and economic development projects. Pre- and post-award services will include, but are not limited to, preparing preliminary engineering report, planning, design, cost estimating, bidding, contracting, construction oversight, quality control, and project closeout. The City is in dire need of Public Infrastructure Improvements, including, but not limited to, water, sewer, street paving, and/or drainage, and is considering applying for federal and/or state funding for Community Development Block Grant (CDBG) Annual Competition, Employee Incentive Program (EIP), Redevelopment Fund (RDF), Immediate Threat and Danger (ITAD) and/or OneGeorgia Authority Equity Funds through the Georgia Department of Community Affairs (DCA).

Selection of an Engineer for the project will be based on qualifications as they relate to community and economic development needs and subject to a negotiated price for services rendered. Selection could allow your firm to provide pre- and post-award Engineering Services for future community and economic development projects for a limited time period based on the funding of the grant.

Firms interested in submitting qualifications for this project are asked to contact Jacob Ryan at the Southern Georgia RC, 1937 Carlton Adams Dr, Valdosta, GA 31601, (229) 333-5277 to request the **required Section 3 forms** and the RFQ scoring criterion. Your firm will be asked to mail **3 COPIES** of your reply to the following:

Nicholls City Hall
Attn: Mayor Tamon Frost
707 Van Street Highway
Nicholls, GA 31554
(912) 345-2421

Qualifications mailed to or received at any location other than the above address, or without the **required forms**, will **not be accepted**. Qualifications must be received at the above address and/or faxed **no later** than 2:00 p.m. September 3, 2024. **No** qualifications will be accepted after this time and date.

The City of Nicholls is committed to Affirmatively Further Fair Housing. This project is covered under the requirements of Section 3 of the HUD Act of 1968. This contract opportunity is a Section 3 Covered Contract. Section 3 Business Concerns are encouraged to apply. Coffee County is committed to providing all persons with equal access to its services, programs, activities, education and employment regardless of race, color, national origin, religion, sex, familial status, disability or age.



Selections will be based on qualifications, timeframes, and monies, as they relate to the following.
However, your firm is encouraged to request the RFQ scoring criterion.

QUALIFICATIONS AND TIME FRAMES:

1. Years in Business in Present Form.
2. Firm's History and Resource Capability to Perform Required Services.
3. Firm's knowledge of the community.
4. Titles, Names, and Addresses of all Officers.
5. List categories in which firm is legally qualified to do business. Include Licenses and Registrations where applicable.
6. Does your firm carry errors and omissions insurance?
7. Will your firm be able to provide necessary documentation for the application, including preliminary engineering reports, maps, and cost estimates as per CDBG, OneGeorgia, or other Department of Community Affairs program application requirements if your firm is selected as project engineer?
8. Can your firm meet the draft PER deadline of no later than 30 days after selection as project engineer?
9. Has your firm been involved in applying for funds through DCA's Community Development Block Grant (CDBG) and/or OneGeorgia Authority program? If "YES", give specific projects, including project name, location, owner, year, grant/total project amount, contact person(s), and nature of firm's responsibility.
10. If your firm is selected for this project, and the grant is approved, what timeframe do you feel you will need to have final plans and specifications ready for approval by any and all applicable agencies? Please provide this information in months, such as 3 months after Notice of Award of all grants, etc.
11. List key personnel (with qualifications) likely to be involved on these projects and explain their specific role in CDBG and/or OneGeorgia Authority, etc. work.
12. List three (3) references for the Firm.
13. Are you a Section 3 Business Concern?

COST:

Please provide a specific cost estimate of what you will charge the County to provide Engineering services for this project from start to final close-out, to include but not limited to the following:

- Cost estimates
- Preparation of Plans and Specs and Final Design
- Surveying, for application purposes and for final project, if funded
- Bid Documents
- Assistance in Bid Opening
- Perform Bid Analysis
- Management of Contractor Performance, Inspections, Preparation of Change Orders, and Approval of Contractor's Request for Payments

- Prepare and submit all required Reports and Documentation to DCA
1. If you are awarded the design, bid phase, and inspection for this project, what would your fee be?
 2. Does your firm charge for the preliminary engineering report (PER)? If yes, what would the charge be?

Please be sure to state all costs in your proposal.

If you have any questions pertaining to this RFP, please call Jacob Ryan at (229) 333-5277, or email jryan@sgrc.us

cc: City of Nicholls RFP File
SGRC Procurement File