

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

Date: August 25, 2021

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, economic development and tourism. 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 Preliminary Engineering Report (PER), 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 an Economic Development Administration Grant project. 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 for Design and Construction Administration Services. If the County pursues a 2021 EDA Tourism Grant, the draft PER would be needed no later than September 29, 2021. The concept report, scope of work and preliminary budget were prepared by another firm.**
- 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.

Interested parties should request copies of the concept report, scope of work and preliminary budget for the aquatic center prior to preparing and submitting their proposal. Proposals should be received no later than **12:00 PM on September 10, 2021**. 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:

Carlos Tobar, County Manager
Baldwin County
1601 N. Columbia Street, Suite 230
Milledgeville, GA 31061
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Email: ctobar@baldwincountyga.com

