

## BRYAN COUNTY

### REQUEST FOR PROPOSALS

#### ENGINEERING AND/OR ARCHITECTURAL GRANT SERVICES

Date: November 14, 2024

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

Plans are to contract for engineering and/or architectural services required for FY2024 CDBG/EIP/RDF projects/programs including CDBG set-aside programs, if funded. The purpose of the project is to provide water and wastewater extensions, road paving, paved walking path, and other civil engineering activities as needed. Architectural services may be needed to design and build a small community center building. The first step will be to prepare a preliminary engineering report. Please provide information related to your firm's availability to complete the preliminary engineering report in a timely manner.

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

- 1) History of firm and resources
- 2) CDBG/EIP/RDF 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 the Preliminary Engineering Report (PER) for the application, and Design and Construction Management Services, if the project is funded. The draft PER must be completed no later than the application due date which has not been announce.
- 8) Errors and Omissions Insurance
- 9) Statement of Qualifications Form
- 10) Section 3 Certification Form (Only Submit with your Proposal if you are claiming Section 3 Status.)

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.

Bryan 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 5:00 PM on June 20, 2024**. 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 emailed to the name and email addresses listed below:

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51 N. Courthouse Street  
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