

CITY OF MILLEN, GEORGIA
REQUEST FOR QUALIFICATIONS AND PROPOSALS
ENGINEERING SERVICES

Date: May 20, 2021

The City of Millen is requesting statements of qualifications and proposals from Consultants with a strong record or qualifications in the preparation of Preliminary Engineering Reports to support Federal and State Grant Programs to include, but not limited, to the following: Community Development Block Grant – Employment Incentive Program (CDBG-EIP), Economic Development Administration (EDA) Grants, and/or OneGeorgia Authority Grant Programs. Responding firms should also be technically qualified and licensed to provide the design and inspection services for Local, State and Federally funded projects.

The City of Millen is planning to apply for Economic Development Grants to support water / sewer installation to property that is owned by the Jenkins County Development Authority. A Preliminary Engineering Report is needed to support the grant application, and full design services will be needed upon funding of the grant application(s). Responding firms should be qualified to provide the above stated services for a period of 2 to 3 years.

All contracts are subject to Federal and State contract provisions prescribed by the Georgia Department of Community Affairs. This project is covered under the Section 3 requirements of the HUD Act of 1968.

All Statements of Qualifications will be evaluated in terms of project approach, timing, experience, quality of work, and capacity to perform. Local government experiences and qualifications desired include, but are not limited to, community development planning and Federally funded construction contract management services. Past performances on local government construction projects will also be assessed in terms of timeliness, completing work within budget, quality of work and other factors, such as knowledge of community.

Proposers shall also cite examples of similar work in other communities and include references from within those communities.

The City of Millen reserves the right to accept or reject any and all proposals and to waive informalities in the proposal process. The City of Millen is an equal opportunity employer and acts in accordance with section 504 of the Rehabilitation Act of 1973, as amended. The City of Millen does not discriminate based on handicapped status in the administration or operation of its programs.

All contracts are subject to Federal and State contract provisions prescribed by the Georgia Department of Community Affairs and other Federal and State funding programs. All projects must comply with Section 3 of the HUD Act of 1968, as amended. Section 3 Business Concerns are encouraged to apply. The City of Millen 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.

For consideration, interested firms must submit their qualifications no later than 5:00 p.m. on June 21, 2021. Questions regarding this RFQ should be directed to Ms. Mandy Underwood at 478-982-5595 or via email to jcda@bellsouth.net. An original and two (2) qualification statements / proposals should be submitted by the deadline to the following:

Engineering Qualifications Statement
Attn: Ms. Mandy Underwood, Executive Director
Jenkins County Development Authority
548 Cotton Avenue
Millen, GA 30442

