

## REQUEST FOR PROPOSALS ENGINEERING SERVICES

The City of Mobile is soliciting statements of interest from qualified engineering firms and individuals interested in providing professional engineering and design, and administrative services related to the implementation of projects funded by the Community Development Block Grant (CDBG), a program of U.S. Department of Housing and Urban Development (HUD).

The FY 2011 CDBG Project – **Ann Street – Infrastructure Rehabilitation (Arlington Street to Tennessee Street {South Phase} and Tennessee Street to Springhill Avenue {North Phase})** – will consist of the evaluation of existing conditions (roadway, utilities, and drainage structures, etc.), providing recommendations and cost estimates, preparing construction plans and bid documents, providing utility coordination, and surveying services for street and drainage improvements for the rehabilitation of Ann Street, approximately 11,600 linear feet.

Firms interested in performing the work will be considered on the basis of a written response to the Request for Proposals. All applicants must submit their qualifications and list any prior experience with Federal and State programs, especially CDBG projects and/or other HUD or Federal Agency related projects, particularly projects similar in nature and scope to the above services being requested. A copy of the Certificate of Authorization in compliance with the Code of Alabama 34-11-9, as required by the State of Alabama Board of Licensure for Professional Engineers and Land Surveyors, shall be submitted. Also include the information of the following in written form:

1. Statement of registration of the firm.
2. Statement of the names, registration numbers, and duties of the individuals that will be involved in this project (when performing professional services).
3. Statement as to professional standing including any pending controversies outstanding. If none exists, such a statement should be made.
4. Statement of experience in the fields that the proposed services are requested and work of a similar nature which the proposed staff for requested services was in responsible charge. **Proposed staff names and experience are to be provided.**
5. Statement of experience within the local jurisdiction, with local utility providers, and knowledge of local standards and specifications.
6. Statement of availability and adequacy, in both number and quality of remaining staff, to perform all other functions needed for the proposed services.
7. List of qualified personnel in other disciplines required for proposed services, both in-house and those to be acquired from outside sources.
8. Statement of your overhead administrative cost, expressed as a percentage of your Direct Labor for the last fiscal year.
9. Statement of labor additive; fringe benefits, expressed as a percentage of your Direct Labor for the last fiscal year. If your labor additive is included in the overhead calculation, such a statement should be made.
10. Statement as to whether or not the firm is operating on a sound fiscal basis.

11. Statement of where the work will actually be accomplished.

Proposals will be rated according to the following criteria:

- Prior experience with CDBG and/or HUD programs – 30 %
- Professional Qualifications and experience with projects of similar scope – 30 %
- Experience with design and administration of projects for the City of Mobile and local utilities and their standard specifications – 30 %
- Estimated days for the personnel to complete the design phase of the project and availability of project personnel – 10 %

PLEASE NOTE: Presentations will NOT be conducted in conjunction with this Request for Proposals.

The firm that is selected will be notified and a contract negotiated. The contract will be for a period coinciding with the required project submittal deadlines established by the U.S. Department of Housing and Urban Development (HUD) in association with the Community Development Block Grant (CDBG) funding.

The selected engineer or engineering firms must comply with all the applicable requirements of the CDBG program, including Title VII of the Civil Rights Act of 1964 and Executive Order 11246.

Additional services related to this or other projects of a similar nature may be contracted under this solicitation at the option of the City of Mobile. The City of Mobile reserves the right to reject any or all proposals, and to waive any irregularities or informalities in the proposal process.

The City of Mobile is an Equal Opportunity Employer and invites the submission of proposals from minority and women-owned firms.

Three (3) original copies of the proposal must be sealed and properly labeled as “**ANN STREET REHABILITATION**” and are to be submitted to Janic Terry, Assistant City Engineer, City of Mobile, 205 Government Street, Room 356, Mobile, Alabama 36644 on or before 4 pm on August 10, 2011. All proposals received by the deadline will be evaluated, and a selection will be made by the City of Mobile Engineering Department.