

CITY OF CORDELE
REQUEST FOR PROPOSALS
ENGINEERING GRANT SERVICES

Date: September 3, 2025

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, with a reputable firm for Engineering services for SPLOST Funded Projects related to Wastewater Treatment development. This procurement action may also lead to additional project contracts and/or contract addendums for planning, administrative and other related services for State and Federally funded projects. This is **not** a request for a retainer of services. Immediate plans call for services to assist with the preparation and administration of a UV Disinfection Project related to public infrastructure improvements, including but not limited to wastewater treatment plant improvements. The city will procure the UV system that is to be installed internally. All firms submitting will be reconsidered, on a project-by-project basis, should future state and federally funded opportunities arise within the next 2-3 year period.

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

- 1) History of firm and resources**
- 2) CDBG/GEFA/USDA/EIP/SLFRF experience, including other 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 would be needed no later than [30 days after selection].**
- 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.*)**

All contracts are subject to Federal and State contract provisions prescribed by the Georgia Department of Community Affairs. 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.

CITY OF CORDELE 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 Housing and Community Development 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 Solicitation Package prior to preparing and submitting their proposal. Proposals should be received no later than **5:00 PM on [October 3, 2025]**. Proposals received after the above date and time will not be accepted. 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 (i.e., request for Section 3 preference). Proposals delivered via USPS are to be sent to **P.O. Box 569 Cordele, Ga 31010**. All proposals delivered via FedEx, UPS or hand delivered are to be delivered to the below address.

CLIENT CONTACT

CLIENT: City of Cordele

ADDRESS: 801 Perimeter Rd, Cordele, Ga 31015

Phone: 229-273-2829

Email: debbiewright@cityofcordele.com

