

Request for Qualifications for Professional Engineering Services

County of Jones

02/06/2023

The County of Jones has received and or expects to receive funding as follows:

- Parks and Recreation Trust Fund Grant in the amount of \$400,000
- BATES Foundation Funding in the amount of \$35,000
- Land and Water Conservation Funding in the amount of \$300,000.

Contingent upon formal awards, the County of Jones is soliciting requests for qualifications for professional engineering services to assist the County of Jones in recreational enhancements to our existing Brock Mill Pond. Payment terms will be negotiated with the selected firm. The fees for professional engineering services will be paid with grant funds.

Scope of Work:

Engineering services for all work must comply with grant documents.

Submission Requirements:

RFQ submissions must include at a minimum:

1. Individual or Firm Information: firm's legal name, address, email, and telephone number, the principal(s) of the firm and the firm's experience and qualifications; and
2. Recreation Facilities Experience: The specialized experience and technical competence of the staff to be assigned to the project with respect to recreational facilities or related work, description of firm's prior experience, including any similar projects, construction cost, and names of local officials knowledgeable regarding the firm's performance on related work. Include at least five references within the past five years; and
3. Firm Capacity and Capability: The capacity and capability of the firm to perform the work in question, including specialized services, within the period of the grant, the past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules; description of firm's current work activities, capability of carrying out all aspects of related activities, and firm's anticipated availability during the term of the project; and
4. The proposed work plan and schedule for activities to be performed; and
5. Documentation of compliance with state and federal debarment/eligibility requirements.

Submissions will be evaluated according to the following factors: The County of Jones will identify the number of points for each of the criteria below.

1. Qualifications, Competence and Reputation of Firm and Personnel	20 points
2. Firm's Capability to Meet Time and Project Budget Requirements	20 points
3. Present and Project Workload of Firm	20 points
4. Related Experience on Similar projects	20 points
5. Recent and Current Work for the County	20 points
Total Points	100 points

Upon completion of the review, the County of Jones will award and contract the work as authorized by the Jones County Board of Commissioners. Jones County reserves the right to reject any or all responses.

Respondents may review the grant application which includes descriptions of the proposed work including activities, budgets, schedules, and other pertinent information by visiting the Jones County Managers office at 110 Market Street, Trenton, NC 28585 during regular office hours.

Contract Award:

Once the most qualified firm is selected, costs for the services will be negotiated. Contracts shall be contingent upon formal grant awards. If an agreement of contract compensation cannot be determined with the first qualified firm, the County of Jones will eliminate that firm and begin discussion with the next most qualified firm. Upon successful negotiation, the successful firm shall enter into a written agreement with Jones County containing all terms and conditions that satisfy any requirements of the funding sources contained in this RFQ and any other applicable provisions pursuant to federal, state, and local law or policy.

The above information must be received no later than **5:00 PM on February 21, 2023** at **110 Market Street, Trenton, NC 28585**. Electronic submittals via email are acceptable. For more information, contact Kyle Smith, Jones County Manager, at (252) 448-7571 or ksmith@jonescountync.gov. Jones County is an equal Opportunity Employer and invites the submission of proposals from minority and women-owned firms.