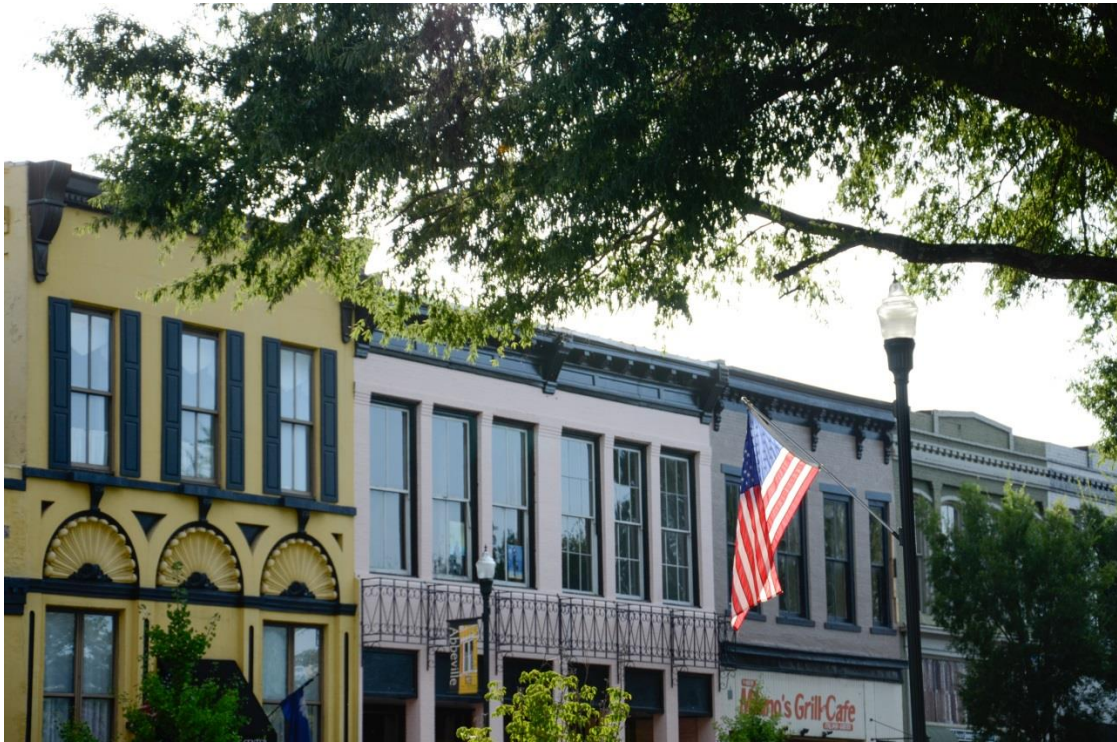


Abbeville
SOUTH CAROLINA



*Pretty.
Near.
Perfect.™*

Request for Proposals



City of Abbeville

Mill Village Water Line Replacement

SEALED PROPOSALS will be received at City Hall, 100 Ct. Square, Abbeville, South Carolina until 2:00 P.M. ET, August 26, 2019.

All qualified consultants/firms are invited to submit proposals to the City of Abbeville for the following: Mill Village Water Line Replacement, SUBMIT:

Three (3) paper copies mailed or hand delivered and one digital copy of all requested documentation emailed to mclary@abbevillecitasc.com which must be received on or before 2:00 P.M. ET, August 26, 2019.

ADDRESS TO:

City of Abbeville Community Development, Attention: Mike Clary
Bid Submittal – Mill Village Water Line Replacement (Bid No. 300-3-2019)

MAILING ADDRESS: PO Box 40, Abbeville, South Carolina 29620

Email: mclary@abbevillecitasc.com

DEADLINE ENFORCED. PROPOSALS DELIVERED AFTER THE TIME AND DATE SET FOR RECEIPT OF PROPOSALS SHALL NOT BE ACCEPTED AND WILL BE RETURNED UNOPENED TO THE OFFEROR. IT IS THE OFFEROR'S RESPONSIBILITY TO ENSURE TIMELY DELIVERY OF THEIR PROPOSAL. WEATHER, FLIGHT DELAYS, CARRIER ERRORS AND OTHER ACTS OF OTHERWISE EXCUSABLE NEGLIGENCE ARE RISKS ALLOCATED TO OFFERORS AND WILL NOT BE EXEMPTED FROM DEADLINE REQUIREMENTS. EMAIL, TELEPHONE, OR FACSIMILE PROPOSALS WILL NOT BE ACCEPTED.

Current E-mail Address Required All proposals submitted shall include a current e-mail address. Once selected, Notice of Award shall be posted on the City's website; and Notice of Award, and notices of non-award, shall be sent to all proposers via e-mail. No hard copy notices will be sent via regular mail.

The City of Abbeville, South Carolina is seeking an experienced engineering firm to deliver a proposal to replace several water lines in the S. Main area of the Abbeville Mill Village. This project is being done in conjunction with the receipt of SRF Principle Loan Forgiveness Funds.

Key Requested Components:

- Proposed engineering fees
- Proposed overall project costs
- Proposed project timeline
- Timeline for developing a Preliminary Engineering Report
- Firm's Qualifications and Experience
- Any other pertinent information the proposer deems necessary to submit

The SRF Application for Loan Funds will be included as part of the bid advertisement and will help give a better understanding of the project.

PROPOSAL EVALUATION CRITERIA

The City will evaluate proposals based on the factors outlined within this section, which shall be applied to all eligible, responsive proposals in selecting the successful Proposer. The City reserves the right to disqualify any proposal for, but not limited to; person or persons it deems as non-responsive and/or non-responsible. The City reserves the right to make such investigations of the qualifications of the proposer as it deems appropriate. Award of any contract may be made without discussion with Proposers after responses are received. The City reserves the right to cease contract negotiations if it is determined that the proposer cannot perform services specified in their response.

Proposal evaluation criteria will be grouped into percentage factors as follows:

- a. Professional Qualifications and Experience (Maximum 40 points) This criterion involves an evaluation of the qualifications, knowledge and experience of the Principal, Project Manager, and professional staff assigned to this project. 1) Qualifications of Consultant (Firm Experience) 2) Qualification of Key Personnel (Project Team Experience)
- b. Project Understanding and Approach (Maximum 35 points) This criterion involves the evaluation of the firms demonstrated understanding of both the needs of the City's infrastructure and the understanding and approach to this project.
- c. Past Performance and References (Maximum 20 points) 1) Specialized experience working on similar projects. 2) The proposer's past project descriptions and references should be submitted in the proposal.

d. Completeness of Submission (Maximum 5 points) This criterion will consider the organization and completeness of the submission, as well as the general level of professionalism shown by the firm's submission.

SELECTION PROCESS

A selection team shall be formed to review and evaluate the proposals. The selection team members shall complete evaluation forms giving consideration to information provided in the proposals. The selection team may elect to interview firms short listed but reserves the right to award the contract based upon the City's review and ranking of proposals.