

CITY OF HIAWASSEE

REQUEST FOR PROPOSALS ENGINEERING AND/OR ARCHITECTURAL GRANT SERVICES 23-RFP-01-01 – Amended (closing date extended to March 06,2023)

Date: 01/27/2023

Statements of qualifications and proposals are being requested from engineering/architectural firms with a strong record in successfully assisting local governments with the implementation of Community Development Block Grant (CDBG) programs. Responding firms should be technically qualified and licensed in the State of Georgia to provide these services.

Plans are to contract for engineering/architectural design services required for a FY2022 ARC project for engineering/architectural services for the construction of the project known as the “Lake Chatuge Boardwalk and Accessible Fishing Pier” between Mayors Park and Lloyds Landing, located in the City of Hiawassee, GA.

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

- 1) History of firm and resources
- 2) Experience with Appalachian Regional Commission (ARC) and Georgia Department of Community Affairs (DCA) grant programs
- 3) Key personnel/qualifications
- 4) Experience with similar projects and list of references
- 5) Statement of project understanding containing any suggestions to improve or expedite the project or special concerns of which the City should be made aware. The project approach shall contain clarifications or additional scope of work necessary for the successful completion of the project.
- 6) Scope and level of proposed services including a schedule of the stage of work, time frames, and ability to perform the required services in a timely manner to ensure project design and construction within 18 months of conception.
- 7) Errors and Omissions Insurance
- 8) Statement of Qualifications Form
- 9) Fees proposal in a separate sealed envelope

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

Interested parties should request copies of the Statement of Qualifications Form Package prior to preparing and submitting their proposal. To be considered for this contract, interested parties must submit three (3) copies of the proposal on or before **4:00 pm, EDT, Monday, March 3, 2023**, using a sealed two-envelope system. One envelope contains the technical proposal of the design services exclusive of the design fees and the second sealed envelope outlines the cost of the project. Proposals received after the above date and time may not be considered. We reserve the right to accept or reject any and all proposals and to waive informalities in the proposal process.

Any questions may be directed to Denise McKay, Director Economic Development, via email at dmckay@hiawasseega.gov or phone at 706-896-2202.

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