

**REQUEST FOR PROPOSALS FOR CDBG ENGINEERING SERVICES
FOR THE TOWN OF GREENWOOD FOR A FFY 2015 COMMUNITY DEVELOPMENT
BLOCK GRANT PROJECT IN THE NEIGHBORHOOD REVITALIZATION CATEGORY**

The Town of Greenwood hereby request proposals from qualified individuals or firms to provide engineering services for a Florida Small Cities Community Development Block Grant (CDBG) in the Neighborhood Revitalization category. The Town has been awarded a Neighborhood Revitalization grant #17DB-OL-02-41-02-N21 in the amount of \$600,000.00 for the FFY 2015 funding cycle; therefore, procurement and contracting will follow CDBG regulations.

The primary project includes funding for an automatic meter reader data collector, software and hardware required to read the water meters and develop the water bills for disbursement. Approximately two hundred fifty (250) water service laterals will be replaced in Service Area #1. As an unmet need, in Service Area #2, if funds are available, approximately three thousand nine hundred (3,900) linear feet of existing substandard water lines located along State Road 71 will be replaced with six inch (6") PVC water lines. Engineering services will include providing bidding and construction observation services for the primary activities and complete design, bidding and inspection services for the any of the unmet need activities that are brought into the project if sufficient funds are available. A scope of work outlining the tasks to be performed and a timeline to complete the proposed tasks must be included in the proposal.

The evaluation criteria that will be utilized in the selection of a project engineer are as follows:

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| 1. The reputation of the firm, quality of work and timeliness of completion. | 20 pts. |
| 2. The reputation of the proposed management team and the cumulative number of years that they have been licensed Engineers. | 20 pts. |
| 3. Number of local government client references provided | 20 pts. |
| 4. Quality of the responses from the local government client references provided. | 20 pts. |
| 5. The firms existing knowledge of or the ability to become quickly knowledgeable with the communities present needs that may be included as part of the City's CDBG project. | 20 pts |

In the event of a tie, if one of the businesses involved in the tie is minority or female owned, they shall be ranked above the other firm or firms involved in the tie.

Engineering fees will be negotiated after ranking is completed utilizing the Florida Competitive Negotiation Act.

Respondents are required to submit one (1) original and three (3) copies in a sealed envelope marked "SEALED PROPOSAL FOR CDBG ENGINEERING SERVICES". Proposals must be received by 2:00 p.m. on Friday, July 5, 2017, at the Greenwood Town Hall, located at 4207 Bryan Street, Greenwood, Florida, attention Alicia L. Corder, Town Clerk. The mailing address is: P. O. Drawer 9, Greenwood, Florida 32443. Proposals will be publically opened on Wednesday, July 5, 2017 at 3:00 p.m. at the Town of Greenwood Town Hall. You may contact Town Hall at 850-594-1216 for additional information.

The Town of Greenwood reserves the right to reject any and all proposals, to waive any informalities or irregularities in the proposal process and to award the contract(s) in the best interest of the Town.

Engineering service contract(s) may be subject to grant/loan award and release of funds by the funding agency.

THE TOWN OF GREENWOOD SUPPORTS "EQUAL OPPORTUNITY EMPLOYMENT, FAIR HOUSING AND PROVIDING HANDICAP ACCESS".