

CITY OF HIAWASSEE
REQUEST FOR PROPOSALS
ENGINEERING SERVICES
FOR DESIGN OF NEW WASTE-WATER
LIFT STATION
23-RFP-07-30

Date: August 1st, 2023

Letters of Interest and statements of qualifications and proposals are being requested from engineering firms with a strong record in successfully assisting local governments with the application process with TVA, design of Waste-water lift station and oversight of project thru completion. Responding firms should be technically qualified and licensed in the State of Georgia to provide these services.

Plans are to contract for engineering services required for a FY 2023-24 utility project for the approval, design and oversight of a new Waste-Water lift Station and decommissioning of 2 existing lift stations in the same area.

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

- 1) History of firm and resources**
- 2) Key personnel/qualifications**
- 3) Current workload**
- 4) Statement of project understanding, including any suggestions to improve or expedite the project or special concerns of which the City should be made aware**
- 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 Design Services.**
- 8) Errors and Omissions Insurance**
- 9) Statement of Qualifications Form**

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

CITY OF HIAWASSEE 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 prior to preparing and submitting their proposal. Proposals should be received no later than **4:00 PM on September 8th, 2023**. 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. Questions, Statement of Qualifications, and proposal packages should be submitted to the name and address listed below:

CITY OF HIAWASSEE

ATTN: Liz Ordiales, Mayor

50 RIVER STREET

HIAWASSEE, GA 30546

Phone: 706-896-2202

Email: mayor@hiawasseega.gov


