

CITY OF FITZGERALD
302 E Central Ave
Fitzgerald, GA 31750
229-426-5063

REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES

The **City of Fitzgerald** is requesting qualifications and proposals for selection of an Engineering Firm to provide pre- and post-award services for OneGeorgia Equity Rural Workforce Housing Initiative application. Pre- and post-award services will include, but are not limited to, preparing preliminary engineering report, planning, design, cost estimating, bidding, contracting, construction oversight, quality control, and project closeout.

Selection of an Engineer for the project will be based on qualifications as they relate to community and economic development needs. All contracts are subject to State contract provisions prescribed by the Georgia Department of Community Affairs. Selection could allow your firm to provide pre- and post-award Engineering Services for future community and economic development projects for a limited time period based on the funding of the grant.

Firms interested in submitting proposals for this project are asked to contact Korrelle Trollmann at the Southern Georgia Regional Commission, 1937 Carlton Adams Drive, Valdosta, GA 31601, (229) 333-5277 to request the Statement of Qualifications Form and the RFP scoring criterion. Your firm will be asked to mail or hand deliver **three (3) copies** of your proposal to the following:

City of Fitzgerald
ATTN: Whitney Justice, Community Development Director
302 E Central Ave
Fitzgerald, GA 31750
Office Number: 229-426-5063
Email: wjustice@fitzgeraldga.org

Proposals mailed to or received at any location other than the above address will not be accepted. Proposals must be received at the above address **no later than Tuesday, July 7, 2026 at 4:00 PM.** **No** proposals will be accepted after this time and date. The **City of Fitzgerald** reserves the right to accept or reject any and all proposals and to waive informalities in the proposal process.

The City of Fitzgerald is committed to Affirmatively Further Fair Housing. The City of Fitzgerald is committed to providing all persons with equal access to its services, programs, activities, education and employment regardless of race, color, national origin, religion, sex, familial status, disability or age.





City of Fitzgerald Request for Proposals

Selections will be based on qualifications, timeframes, and monies, as they relate to the following. **However, your firm is encouraged to request the Statement of Qualifications form and the RFP scoring criterion.** Scoring of RFP's will be as follows: Poor (1 point), Fair (2 points), Good (3 points), and Excellent (4 points).

QUALIFICATIONS AND TIME FRAMES:

1. Years in Business in Present Form.
2. Firm's History and Resource Capability to Perform Required Services.
3. Firm's knowledge of the community.
4. Titles, Names, and Addresses of all Officers.
5. List categories in which firm is legally qualified to do business. Include Licenses and Registrations where applicable.
6. Does your firm carry errors and omissions insurance?
7. Will your firm be able to provide necessary documentation for the application, including preliminary engineering reports, maps, and cost estimates to OneGeorgia if your firm is selected as project engineer?
8. Can your firm meet the draft PER deadline of no later than 30 days after selection as project engineer?
9. Has your firm been selected previously to provide engineering services for a Federal or State Grants program? If "YES", give specific projects, including project name, location, owner, year, grant/total project amount, contact person(s), and nature of firm's responsibility.
10. If your firm is selected for this project, and the grant is approved, what timeframe do you feel you will need to have final plans and specifications ready for approval by any and all applicable agencies? Please provide this information in months, such as 3 months after Notice of Award of all grants, etc.
11. List key personnel (with qualifications) likely to be involved on these projects and explain their specific role in the work.

12. List three (3) references for the Firm.

COST:

Please provide a specific cost estimate of what you will charge the County to provide Engineering services for this project from start to final close-out, to include but not limited to the following:

- Cost estimates
 - Preparation of Plans and Specs and Final Design
 - Surveying, for application purposes and for final project, if funded
 - Bid Documents
 - Assistance in Bid Opening
 - Perform Bid Analysis
 - Management of Contractor Performance, Inspections, Preparation of Change Orders, and Approval of Contractor's Request for Payments
 - Prepare and submit all required Reports and Documentation to DCA
1. If you are awarded the design, bid phase, and inspection for this project, what would your fee be?
 2. Does your firm charge for the preliminary engineering report (PER)? If yes, what would the charge be?

Please be sure to state all costs in your proposal.

If you have any questions pertaining to this RFP, please call Korrelle Trollmann at (229) 333-5277, or email ktrollmann@sgrc.us.

cc: Fitzgerald RFP File
SGRC Procurement File