

CITY OF METTER, GEORGIA
REQUEST FOR QUALIFICATIONS AND PROPOSALS
Planning, design, administrative, cost and related services

The City of Metter, Georgia is requesting statements of qualifications, proposals and cost from engineering consultants with a strong record or qualifications, which will enable it to successfully assist the local government with development and implementation of upgrading an existing generator at its main well located on Matthew St. Responding firms should be qualified to provide planning, design, inspection and administrative services for this project.

The City of Metter seeks to immediately contract for the planning, design, inspection and administrative related services for this project. All contracts are subject to Federal and State contract provisions.

Criteria for evaluation includes (1) knowledge of developing generator design and specifications, (2) experience in design and/or administration of this type project, (3) knowledge of the community, (4) workload and ability to meet the project schedule, and (5) track record for successfully administering previous projects of this nature. Proposers shall also cite examples of similar work in other communities, and include references from within those communities. References will be contacted and price will be considered after qualifications reviewed.

Consultants will submit proposals for services to include planning, design, administrative, inspection and related services. All proposals submitted should include the Consultant's Qualifications sheets.

Questions must be submitted in writing and be directed to Missy Edenfield, Purchasing Manager, City of Metter, P.O. Box 74, Metter, GA 30439, (912) 685-7845. For consideration, proposers must submit their sealed proposals no later than **3:30 PM, December 07, 2017**, to the **City of Metter at Metter City Hall, located at 49 South Rountree Street P.O. Box 74, Metter, GA 30439**. Proposals received after this date may not be considered. **There will be a voluntary pre-bid meeting held on Wednesday, November 29, 2017 at 10:00 AM at Metter City Hall, located at 49 S. Rountree St. to review the project.**

The City of Metter reserves the right to accept or reject any and all proposals and to waive informalities in the proposal process. Metter is an Equal Opportunity Employer. Further in accordance with Section 504 of the Rehabilitation Act of 1973, as amended, Metter does not discriminate on the basis of handicapped status in the administration or operation of its programs.

All bids are to be enclosed in a sealed envelope and addressed as follows:

Metter Engineering Request-Generator Project
CITY OF METTER
P. O. Box 74, 49 S. ROUNTREE STREET
METTER, GEORGIA 30439
ATTENTION: MISSY EDENFIELD, PURCHASING MANAGER