

**REQUEST FOR QUALIFICATIONS (RFQ) FOR CDBG-CV ENGINEERING SERVICES
FOR THE TOWN OF MICANOPY FOR A FFY 2021 COMMUNITY DEVELOPMENT
BLOCK GRANT CORONA VIRUS GRANT PROJECT**

The Town of Micanopy hereby requests Qualifications from qualified individuals or firms to provide engineering services for a Florida Small Cities Community Development Block Grant (CDBG) project funded thru the Small Cities CDBG Corona Virus Program.

The project involves the installation of a new broadband communications system and connection of the new broadband communications system to eligible LMI households located within the Town of Micanopy.

The project includes some or all of the following activities:

The design and installation of a broadband high speed internet system which will serve the residential properties within the Town of Micanopy, as well as the connection of some of the residential properties within the Town, which are occupied by Low and Moderate Income (LMI) households, to the new broadband high speed internet communications system.

The Town has received a Small Cities CDBG grant in the Corona Virus category Grant #22CV-S38 in the amount of \$2,993,610.00 in CDBG funds a portion of which will be used to carry out the project, therefore, procurement and contracting will follow CDBG regulations.

Contracts funded in whole or in part through other funding sources such as the Florida Rural Infrastructure Fund may be entered into from this solicitation.

Engineering Services for this project will include but not be limited to Broadband systems design and installation; knowledge of Broadband system technology advancements; expertise in design of broadband development and infrastructure both above and below ground.

All "Request for Qualifications" will be accepted on an equal competitive basis. A Request for Qualifications (RFQ) will not be accepted from individuals or firms placed on the convicted vendor list following a conviction for a public entity crime.

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

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| 1. The years of experience of the firm's staff or individuals with the design and installation of Broadband systems: | 20 pts |
| 2. Years of experience with Small Cities CDBG or other programs requiring Davis-Bacon compliance; | 20 pts. |
| 3. Experience with municipal engineering projects; | 10 pts |
| 4. Management and Staffing; | 10 pts. |
| 5. Approach to Task; | 20 pts |
| 6. Ability to become Quickly Familiar with Local Conditions; | 10 pts. |
| 7. References: All CDBG projects for last three (3) years for which you are responsible; | <u>10 pts</u> |
| Total | 100 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 Consultants' Competitive Negotiation Act, Florida Statute 287.055.

Negotiation will begin with the firm ranked highest based upon the final rankings.

Respondents are required to submit an original and seven (7) copies in a sealed envelope marked "SEALED PROPOSAL FOR CDBG-CV ENGINEERING SERVICES". The Request for Qualifications (RFQ) must be received by 2:00 p.m. on May 7, 2024, at the Town of Micanopy Town Hall, Attention: Ms. Sara Owen, Town Administrator, 706 NE Chokolka Boulevard, Micanopy, Florida 32667-4113. The Request for Qualifications will be publicly opened on the same day, May 7, 2024, at 2:30 p.m. at the Town Hall.

The Town of Micanopy reserves the right to reject any and all Request for Qualifications, 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 MICANOPY SUPPORTS "EQUAL OPPORTUNITY EMPLOYMENT,
FAIR HOUSING AND PROVIDING HANDICAP ACCESS".**