


Memorandum – City of Gulfport


To: Connie Debenport, Purchasing

CC: Mayor Billy Hewes

Dr. John Kelly, CAO

From: Kris Riemann, P.E.

Date: 3/28/14

Re: Request to Advertise for Construction Engineering & Inspection Services

- 28th Street Improvements (22nd Avenue to 34th Avenue)

- Project No. STP-9098-00(002)LPA/105418-701000

Attached for your consideration is the advertisement for Construction Engineering & Inspection Services for the referenced project. Expressions of Interest shall be due May 16, 2014.

This project is designed to widen 28th Street from 22nd Avenue to 34th Avenue from 2 lanes to 5 lanes. The project is funded 80% by the Mississippi Department of Transportation and 20% by the City of Gulfport. No additional funding is required above the budgeted amount in place for this contract. The City has applied for special match credit which allows the portion of funds spent for property acquisition to be used toward the 20% match.

Please place this item on the April 8, 2014 Council Agenda.

This item has been approved by:

Attachments:

1. Advertisement

DEPARTMENT OF ENGINEERING

Legal Notice

The City of Gulfport (LPA) intends to employ a consulting engineering firm to provide construction engineering and inspection (CE&I) services utilizing a Cost plus Fixed Fee, Labor Hour/Unit Price or Lump Sum/Firm Fixed Price contract for the Widening of 28th Street Project. The project will include widening, overlay, and other improvements to 28th Street from 22nd Avenue to 34th Avenue, Project No. STP-9098-00(002)LPA / 105418-701000, Harrison County, Mississippi. The Consultant is required to assume the duties and responsibilities of construction engineering inspection, testing of materials, contract administration and other related activities necessary to properly oversee all construction activities in accordance with MDOT Local Public Agency Project Development Manual process.

Consulting engineering firms interested in providing these services may so indicate by furnishing the Local Agency **seven (7) copies** of an Expression of Interest which should consist of the following:

1. A cover letter specifying the name and complete description of project, the name of the project manager, and the location and address of the office to be assigned the majority of the work;
2. A resume for each principal member, the project manager, and employee(s) of the firm anticipated to be assigned to the project. Also, provide an organizational chart and list each person's experience and qualifications, including proof that the Project Manager is licensed as a Mississippi Professional Engineer and that the firm has met state licensure and certification requirements*;
3. A description of similar type work completed during the past five (5) years which qualifies the consultant for this work; the cost and schedule completion (or actual completion) of this work;
4. A response containing the information upon which the consultant will be evaluated; and,
5. Part II of Standard Form (SF) 330, Architect-Engineer Qualifications. This Form can be obtained at [http://sp.gomdot.com/Consulting%20Services/Forms/Standard%20Form%20\(SF\)%20330,%20Part%20II.pdf](http://sp.gomdot.com/Consulting%20Services/Forms/Standard%20Form%20(SF)%20330,%20Part%20II.pdf)

The LPA will evaluate the Expressions of Interest based on the following factors listed in their relative order of importance:

Proposals will be evaluated based on the following factors listed in their relative order of importance:

1. The experience in performing the type of work outlined in the Scope of Work;
2. Qualifications of the principals and professionals to be assigned;
3. The consultant's experience in working with projects involving public funding;
4. The extent of in-house capabilities of the firm; and
5. The consultant's size and capability of staff to perform this work in accordance with an expedited progress schedule, considering the firm's current and planned workload.

The LPA reserves the right to select one (1) consultant or select a short list of consultants from whom more information will be required.

The LPA reserves the right to reject any and all Proposals and/or to discontinue contract execution with any party at any time prior to final contract execution.

The DBE goal is 0%.

To be considered, all replies must be received by the Office of the City Clerk, at 2309 15th Street, Gulfport, MS 39501, on or before 5:00 p.m. Friday, May 16, 2014. The Expressions of Interest should be submitted and marked on the outside as 28th Street Widening (22nd Avenue to 34th Avenue) CE&I Proposal.

This Legal Notice will appear in The Clarion Ledger and Sun Herald on April 11, 2014 and April 21, 2014.

*Miss. Code Ann Sections 73-13-1 through 73-13-45 (1972) (as amended) govern the practice of engineering in Mississippi. Firms are encouraged to contact the Mississippi Board of Licensure for Professional Engineers and Surveyors at (601) 359-6160 to insure that individuals and firms are qualified to offer and provide services in the State of Mississippi. The Board's web address is www.pepls.state.ms.us.