

**REQUEST FOR QUALIFICATIONS
FOR THE
CITY OF ST MARYS
STORMWATER UTILITY DEVELOPMENT AND IMPLEMENTATION PROCESS**

THE CITY OF ST. MARYS, GA request qualification documents for the Stormwater Utility Development and Implementation Process. Qualification (RFQ) documents will be received in the office of Amy Peeples, St. Marys City Hall, Finance Department, 418 Osborne Street, St. Marys, Georgia 31558, until 2:00 p.m., EST., on July 26, 2018 and shall be publicly opened on the same date in the St. Marys City Hall, 418 Osborne Street, St. Marys, Georgia 31558. Qualification packages received after the above date and time or in any location other than the office stated above will be rejected. No qualification documents may be withdrawn after the closing time for the receipt of bids for a period of ninety (90) days.

One (1) original and (4) copies of the COMPLETE qualification package must be submitted in a SEALED envelope/package. The name of the company or firm submitting a qualification package must also be clearly marked on the outside of the proposal package. The qualification package must be clearly labeled with the following information:

City of St. Marys

Attn: Amy Peeples

RFP – Stormwater Utility Development and Implementation Process

418 Osborne Street

St. Marys, GA 31558

Scope of Project:

The selected vendor will assist the City of St. Marys in development and implementation of a stormwater utility to meet the City of St. Marys long-term stormwater management program needs. The selected firm will work with the City of St. Marys to develop project phases for the study of and implementation of the stormwater enterprise/utility.

Questions regarding this project may be directed in writing to Amy Peeples in the City of St. Marys Finance Department at 418 Osborne Street, St. Marys, GA 31558 or via email at amy.peeples@stmarysga.gov.

Copies of the project specifications may be obtained from Amy Peeples in the City of St. Marys Finance Department located at 418 Osborne Street, St. Marys, Georgia, 31558. Copies may also be requested via phone at 912-510-4044 or email at amy.peeples@stmarysga.gov. A street address, contact person, phone and fax number must be provided to ensure prompt delivery and notification of addenda.

All required Contract Documents and proof of meeting the City's Insurance Requirements must be fully completed and executed by the Contractor and his/her Surety, and submitted to the Owner on or before the issuance of Notice to Proceed.

The City of St. Marys will select the qualification package that, in its sole discretion, is the most responsive and responsible to the City. The City is not liable for any cost incurred by vendors in the preparation of the qualification documents.

Unauthorized contact regarding this request for qualifications with staff or elected officials may result in disqualification. Any oral communications will be considered unofficial and non-binding on the City of St. Marys. Vendors should rely only on written statements.

The City of St. Marys, in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, handicap/disabled in consideration for an award.

The Owner reserves the right to reject any or all requests for qualifications, to waive informalities and to re-advertise, pursuant to federal and state law.