

REQUEST FOR PROPOSAL
Professional Engineering Design Services
for
“Various Pedestrian Enhancements”
CITY OF CLARKSTON, GEORGIA

The City of Clarkston is seeking proposals from qualified civil engineering design firms for the following scope of work: “Provide engineering, surveying, design, construction plan development, specifications and related services for pedestrian and beautification enhancements including a pocket park”, at various locations in the city.

Project is funded through the city funding allocation from the DeKalb 2017 SPLOST program with potential state funding for pedestrian signal crossing improvements.

Sealed technical and fee proposals (separate envelopes placed in the same package submittal), plainly marked “RFP – City of Clarkston Various Pedestrian Enhancements – SPLOST 04” on the outside of the envelope, shall be addressed to the Dan Defnall; Finance Department, City of Clarkston Annex, 1055 Rowland Street, Clarkston, Georgia 30021. Proposals will be accepted until 4:00 PM on August 8th, 2018. Proposal received after that date will not be accepted and will not be returned to the proposer.

The process for selection of engineering firms will be Qualification-Based (QBS). A Recommendation Committee will identify the short-listed firms based on the technical proposals submitted. Once the firms are technically ranked, the fee proposal will be opened and incorporated into a ranking matrix.

A **non-mandatory** pre-proposal meeting is scheduled for July 24th, 2018 at 1:00 PM at the City Annex; 1055 Rowland Street, Clarkston, Georgia 30021. All proposers will have an opportunity to ask questions at this meeting.

The Request for Proposal (RFP) is available on the city web site; www.cityofclarkston.com. Addenda to this proposal, if any, including any responses to questions, will be posted on the city web site. Questions regarding this RFP shall be addressed to the cities Project Engineer, Larry Kaiser, P.E. at kaiser@co-infra-services.com. Phone calls will not be accepted. No contact shall occur with City of Clarkston staff, administration or elected officials regarding this project. Any form of contact may result in disqualification from submittal of this RFP.

The City of Clarkston reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it deems to be in the best interest of the City.

The design professional must ensure that all employees and applicants for employment are not discriminated against because of their gender, race, color, genetic information, religion, national origin, political affiliation, age, handicapped status, sexual orientation or sexual preference. The selected design professional will be required to adhere to the City’s “Fair Hiring Practices” ordinance. The city provisions of the Disadvantaged Business Enterprise Program shall apply. The DBE goal for this Project is 12%.

Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of the City of Clarkston, Georgia government should be directed to Keith Barker, City Manager, 404 -296-6489.

The City of Clarkston is an Equal Opportunity Employer.