REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL ENGINEERING SERVICES RFQ 2026-002

Date of RFQ Release – October 29, 2026

GENERAL

The City of Jasper is seeking qualified professional civil engineering firms to assist with its implementation of various general civil, environmental, and transportation projects. This contract solicitation will allow engagement of qualified teams that can deliver these services to the City in an independent, professional, and comprehensive manner. Responding firms should have a strong record providing engineering services to local governments in Georgia and experience in working on Federally Assisted Projects. This RFQ is anticipated to cover a period of 18 months. Separate work orders will be developed for each project during this time. The City of Jasper may select a different consulting engineer from the respondents to this request for each project using the selection criteria provided in this request for qualifications.

SCOPE OF WORK

The City of Jasper is soliciting qualifications from engineering firms able to provide the following services to include (but not limited to) concept report preparation and validation, utility plans, preparation of displays for public meetings, surveys and mapping, preliminary construction plans, final right of way plans (including the staking of right of way), erosion control plans, structural plans, permit assistance, and final construction plans.

Typical projects may include developing the scope of construction, development of concept/preliminary/final design documents, environmental documents, utility coordination and relocation plans, right of way plans and documents, specifications and bid documents, and contract administration. Projects will generally fall into the following categories:

- **Utility Improvements and Relocations (Water, Sewer, and Stormwater Infrastructure)**
- **Large Transportation (New alignments, road widening, repairs and maintenance)**
- **Small Transportation (Sidewalks/Paths/Trails – Pedestrian or Multi-Use)**
- **Site Development and Public Buildings**

PROPOSAL FORMAT

All proposing firms shall submit an original of their proposal, as well as a flash drive with PDF copy, that includes the following information:

- **Cover**
- **Table of Contents**
- **Qualifications**
  * A brief history and overview of the firm and its general areas of practice. Please include the number of years the firm has been in existence and the firm's specific experience with Federally Assisted Projects.
  * Firm's experience providing engineering services to local governments in the State of Georgia. List contact names and contact information for each reference.
  * Firm's experience working on state and federally funded projects.
  * Resumes of key personnel that will be working with the City of Jasper, if selected, including their qualifications and relevant experience.

- **Scope and Methodology**
  * Methodology and approach for engineering services.
  * Scope and level of service proposed.
  * Organizational chart which identifies the project manager, key team leaders, support personnel, and reporting structure.
- **Ability to Complete the Project**
  * Statement of current workload and availability for providing services.
  * Statement of the firm's financial strength. *Please provide suitable documentation to establish financial stability. Acceptable documentation includes audited or reviewed financial statements, partnership or corporation tax returns, bank or financial institution commitments, or other verifiable information demonstrating financial stability.*
  * Statement concerning any previous projects that the firm was unable to complete, unable to complete in a timely manner, or unable to complete as budgeted in the last ten (10) years.
  * Statement of any previous, existing, or pending litigation of the firm.
- **Budget and Fees**
  * Rate schedule for Design and Construction Administration Services.
  * Other information regarding the firm's approach to establishing project cost.
- **Additional Information**
  * Proof that the firm is authorized to do business in the State of Georgia. Firm MUST have all the necessary, valid and current licenses to do business in the State of Georgia as issued by the respective State Boards and Governmental Agencies responsible for regulating and licensing the services to be provided and performed.
  * In an Appendix, please provide any other pertinent information you believe will assist the City of Jasper in assessing the capability of your firm to undertake the project (i.e. letters of recommendation, certifications or awards, etc.). Please limit to no more than an additional ten (10) pages.

EVALUATION CRITERIA

The City of Jasper shall at its sole discretion select the most qualified firm(s) for each project, based on the best value evaluation of the following criteria:

• Relevance and amount of previous experience	15%
• Relevance and amount of previous experience with Federally Assisted Projects	20%
• Methodology and approach	20%
• Scope and level of services	25%
• Demonstrated capacity to complete assignments and manage complex projects	10%
• Cost effectiveness of proposed renumeration schedule	10%

GENERAL TERMS AND CONDITIONS

There are no expressed or implied obligations for the City of Jasper to reimburse responding companies for any expenses incurred in preparing proposals in response to this RFQ.

The City reserves the right to request clarifications regarding information submitted as well as request additional information from one or more firms submitting qualifications.

Ownership of all data, materials, and documentation prepared for and submitted in response to this RFQ shall belong exclusively to the City of Jasper and will be considered a public record and subject to public inspection in accordance with the Georgia Open Record Act, O.C.G.A. 50-18-70 et. seq. unless otherwise provided by law.

The City reserves the right to reject any or all submissions, extend the deadline for submission of qualifications, and call for new qualifications.

The contract between the City of Jasper and the successful firms will be on the form approved by the City of Jasper.

This RFQ and any resulting contract shall be governed in all respects by the laws of the State of Georgia and the successful proposing firm(s) shall comply with all applicable federal, state, and local laws and regulations.

By submitting their qualifications, all proposing firms certify that their submittal is made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other Jasper employee or elected Official having official responsibility for this procurement transaction of any payment, loan, subscription, advance, deposit of money, services, or anything of value of more than nominal value, present or promise, unless consideration of substantially equal or greater value was exchanged.

The proposing firms specifically certify that by submitting their qualifications that they are not in violation of O.C.G.A. 16-10-2 and 16-10-22 for acts of bribery, and/or conspiracy in restraint of free and open competition in transactions with state or political subdivisions.

By submitting their qualifications, all proposing firms certify that they are not currently debarred from submitting bids or proposals on contracts by any agency of the State of Georgia and the federal government, nor are they an agent of any person or entity that is current debarred from submitting bids on contracts by any agency of the State of Georgia or the federal government.

INQUIRIES ON THIS REQUEST FOR QUALIFICATIONS

All inquiries and questions regarding this RFQ shall be in writing and directed to:

Kim Goldener, Deputy City Manager
kgoldener@jasper-ga.us

The deadline for submission of any questions (in writing) shall be Monday, November 23, 2026, at 3:00PM, and no questions shall be answered until after the deadline has elapsed. Questions and Answers will be distributed to all interested parties through a formal written addendum to the RFQ prior to the submittal deadline. If your firm is interested in receiving the Question & Answer Addendum that is issued after Monday, November 23, 2026, please send an email to Kim Goldener at kgoldener@jasper-ga.us asking to be included in the email response. The Question & Answer Addendum will also be published to the RFQ listing on the Georgia Procurement Registry and on the City's website at www.jasper-ga.us/notices.htm. Do not call or email any other Jasper employee or elected Official seeking answers to questions. If a person or entity violates the prohibition against calling or emailing with questions, the City of Jasper reserves the right to

immediately remove said person or entity from consideration.

QUALIFICATIONS SUBMITTAL

Qualifications are due no later than 3:00PM on Tuesday, December 1, 2026. An original plus flash drive with PDF copy of the Qualifications must be enclosed in a sealed envelope clearly marked "Qualifications for Professional Engineering Services RFQ 2026-002". All proposals must be delivered to the following address by the deadline date and time:

City of Jasper City Hall
Attn: Kim Goldener
200 Burnt Mountain Road
Jasper, GA 30143

A representative of the City of Jasper government will publicly read the names of the firms submitting qualifications starting at **3:05PM on Tuesday, December 1, 2026**. Any proposals received after the deadline date and time will be returned unopened. Incomplete proposals may not be considered if the omissions are determined to be significant.

OTHER INFORMATION

The City of Jasper also abides by the following laws as they pertain to Federally Assisted Projects: Title VI of the Civil Rights Act of 1964, Section 109 of the HCD Act of 1974 Title 1, Title II of the Americans with Disabilities Act of 1990 (ADA), and the Architectural Barriers Act of 1968.