

TOWN OF DAUPHIN ISLAND, ALABAMA  
INVITATION: REQUEST FOR QUALIFICATIONS (RFQ) ENGINEERING SERVICES

The Town of Dauphin Island is soliciting Statements of Qualifications (Statement) from firms and individuals interested in providing professional services for the Stormwater Master Plan and Drainage Improvements project. The **purpose** of this project is to fund the development of a Stormwater Master Plan and Drainage Study and Masterplan for Dauphin Island and the engineering, design and permitting of the stormwater system. This request is in accordance with 2 CFR 200.320 (d) (5), as issued by the Office of Management and Budget. Any contract awarded under this solicitation may be paid for in whole or in part with grant funding from the Gulf Coast Ecosystem Restoration Council and Alabama Department of Natural Resources (ADCNR) under the Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economies of the Gulf Coast States Act of 2012 (RESTORE Act). This is a RESTORE Council-Selected project (Federal Award GT3CP24AL0010 /ADCNR Subaward B2WQ-DISM).

The **Scope of Services** include planning, engineering, design and permitting services to deliver a complete: Stormwater Masterplan and Drainage Improvements project. This scope includes the following: 1) development of a Stormwater Master Plan and Drainage Improvements Study for the Town of Dauphin Island, 2) engineering and design of the stormwater system drainage improvements, and 3) permitting for the Town of Dauphin Island Stormwater Masterplan and Drainage Improvements. The period of performance will be within 24 months of a fully executed contract with the Town. Examples of services which firm must be prepared and qualified to provide shall include but not be limited to the following: The provision of Stormwater Drainage Study/Master Plan, Planning and Engineering and Design Services. A completed Stormwater Drainage Study/ Master Plan and Bid Ready 100% E&D Plan Sets for drainage improvements will be provided to the Town. Proposals will be evaluated and ranked on the basis of the following criteria:

1. Qualifications, knowledge and expertise regarding the proposed Scope of Work- 20 points
2. Resources and availability- 20 points
3. Experience of proposed key personnel- 20 points
4. Understanding and familiarity with the needs and environment of the community- 20
5. Previous experience in working with locality- 20 points Total possible points to be achieved: 100

Sealed Statements of Qualifications will be received by the Town of Dauphin Island of Mobile County, Alabama, in the Town Hall offices, 1011 Bienville Boulevard, Dauphin Island, Alabama, 36528 until September 4, 2024, and then publicly opened thereafter. The Statement should not exceed twenty-five (25) 8.5" X 11" single-sided pages, Times New Roman 11-point font (inclusive of the cover letter, approach and methodology, experience and background, and project team/level of participation), and should be divided by section, with Table of Contents (cover, tabbed divider pages, and table of contents do not count against the 25-page limit).

The full RFQ and other related documents will be posted on the Town of Dauphin Island website [www.townofdauphinisland.org](http://www.townofdauphinisland.org). Questions or comments pertaining to this proposal must be presented in writing to the attention of Wanda Sandagger, Town Clerk, Dauphin Island Town Hall, 1011 Bienville Boulevard, Dauphin Island, AL 36528, or sent as e-mail to [wsandagger@townofdauphinisland.org](mailto:wsandagger@townofdauphinisland.org) a **minimum of seventy-two (72) hours prior to the proposal opening or may be forever waived.**

The Town of Dauphin Island is an Equal Opportunity Employer and requires that all contractors comply with the Equal Employment Opportunity laws and the provisions of the Contract Documents in this

Field Code Changed

regard. The Town also encourages and supports the utilization of Minority Business Enterprises on this and all public proposals.

All procurement actions will be conducted in a manner consistent with the Federal Award, Gulf Coast Ecosystem Restoration Council Financial Assistance Standard Terms and Conditions, and all applicable federal, state, and local requirements including, but not limited to, provisions of 2 C.F.R. Part 200. Furthermore, applicable clauses set forth pursuant to 2 C.F.R. Part 200 will be included in all purchase orders, contracts, and agreements. "Applicants or bidders for a lower tier covered transaction (except procurement contracts for goods and services under \$25,000 not requiring the consent of a Treasury official) are subject to 2 C.F.R. Part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Non-procurement)."

In addition, applicants or bidders for a lower tier covered transaction for a subaward, contract, or subcontract greater than \$100,000 of Federal funds at any tier are subject to relevant statutes, including among others, the provisions of 31 U.S.C. 1352, as well as the common rule, "New Restrictions on Lobbying," published at §§ FR 6736 (February 26, 1990), including definitions, and the Office of Management and Budget "Governmentwide Guidance for New Restrictions on Lobbying," and notices published at 54 FR 52306 (December 20, 1989), 55 FR 24540 (June 15, 1990), 57 FR 1772 (January 15, 1992), and 61 FR 1412 (January 19, 1996)."

**E-Verify.** Prior to the award of a competitively procured contract to a consultant having one or more employees in the State of Alabama, Alabama law requires proof be provided to the County of enrollment in E-Verify (see [www.uscis.gov/everify](http://www.uscis.gov/everify)). All applicants must furnish an affidavit attesting they are enrolled in E-Verify and to execute a certificate of compliance with the Beason-Hammon Alabama Taxpayer and Citizen (Act 2011-535) as amended by Act 2012-491.

**Debarment and Suspension Status.** Offerors must be registered in [www.SAM.gov](http://www.SAM.gov) and provide their Unique Entity ID in the Statement for the purposes of confirming suspension status. The Town will verify that the contractor or its principals, does not appear on the federal government's Excluded Parties List prior to executing an agreement or contract with that entity. All lower tier transactions must include a term or condition that the award is subject to 31 CFR Part 19.

**Non-Commitment of Funds.** Any contract related to this proposed project is subject to the availability of funds and/or the needs of the Mobile County Commission and therefore the COUNTY, at its discretion, may or may not issue a final contract as a result of this RFQ. Further, even in the event an initial selection is made by the County, no selection is final until full execution of a written agreement detailing an agreed upon scope of work. If the County deems, at its sole discretion, that a satisfactory agreement cannot be reached in accordance with an initial selection, the County reserves the right to proceed with efforts to make another selection based upon Statements submitted pursuant to this RFQ.

**Minority/Women Businesses.** Minority and women's business enterprises are solicited to submit a statement of qualifications and are encouraged to make inquiries regarding potential subcontracting opportunities. Mobile County Commission takes all necessary affirmative steps, as set forth in 2 C.F.R. 200.321(b) to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. When subcontracting, all potential contractors must make positive efforts to use small and minority owned business and women business enterprises. See 2. C. F. R. §200.321.

**Drug Free Workplace.** Respondent shall comply with all provisions of the Drug-Free Workplace Act of 1988, as amended by Public Law 105-85, Div. A, Title VIII, Sec. 809, as codified at 41 USC 8102.

**Open Records Act.** All responses received will be subject to the Alabama Open Records Act, Ala. Code § 36-12-40, (1975), as amended, and may be subject to public disclosure upon request.

