

**ADDENDUM 1 OF 1**

<b>INVITATION TO BID:</b>	<b>REQUEST FOR PROPOSAL</b>
<b>BID PROJECT:</b>	<b>WHITESVILLE COMMUNITY IMPROVEMENTS PROJECT ENGINEERING AND/OR ARCHITECTURAL GRANT SERVICES</b>
<b>BID DATE:</b>	<b>TUESDAY, JANUARY 23, 2024 (4:00 PM EST)</b>
<b>BID LOCATION:</b>	<b>CITY OF STATESBORO CENTRAL SERVICES PURCHASING OFFICE</b>
<b>BID ADDRESS:</b>	<b>22 WEST GRADY STREET, STATESBORO, GA 30458</b>

ADDENDUM 1 OF 1

1) Whitesville Park Concept D

***SEE ATTACHMENT A***

2) May I please have the Statement of Qualifications Form (Item 9 to be submitted in the response package).

***SEE ATTACHMENT B (2 pages)***

3) Content of the proposal

- ***Maximum of 30 pages***
- ***Calibri or Times New Roman Font***
- ***Proposal should include the following five (5) sections:***
  - ***Experience***
  - ***Staff assigned***
  - ***Cost***
  - ***References***
  - ***Proposed Methodology***

**This documentation must be included in your submitted sealed bid for the bid to be considered.**

Receipt of Addendum 1 of 1 Acknowledged: Signature: \_\_\_\_\_





## City of Statesboro

### REQUEST FOR PROPOSALS

Engineering and/or Architectural Grant Services  
Statement of Qualifications

NAME OF FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

1. Years in Business in Present Form: \_\_\_\_\_

2. Firms History and Resource Capability to Perform Required Services:  
\_\_\_\_\_  
\_\_\_\_\_

3. Titles, Names, and Addresses of all Officers:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. List categories in which firm is legally qualified to do business. Include Licenses and Registrations where applicable.  
\_\_\_\_\_  
\_\_\_\_\_

5. Does your firm carry Errors and Omissions Insurance? \_\_\_\_\_

6. If you were awarded the design, bid phase, and inspection for this project, what would your fee be? \_\_\_\_\_

7. Does your firm charge for the preliminary engineering report (PER)?



If yes, what would the charge be? \$ \_\_\_\_\_

Can your firm meet the draft PER deadline? YES \_\_\_\_\_ NO \_\_\_\_\_

8. List up to five (5) projects which demonstrate skills to be used on CDBG projects. Note project name, location, owner, year, contract amount, and nature of firm's responsibility.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

9. List key personnel (with qualifications) likely to be involved on these projects and explain their specific role in CDBG work.

\_\_\_\_\_

\_\_\_\_\_

10. List three (3) references for the Firm.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

11. Are you a Section 3 Business Concern? Yes \_\_\_\_\_ No \_\_\_\_\_

*If yes, the Attached Section 3 Business Concern Certification, Previous Certification and Action Plan must be filled out, signed, notarized, and submitted with your proposal.*

Is the signed and notarized Section 3 Business Concern Certification, Previous Certification and Action Plan attached to your proposal? Yes \_\_\_\_\_

*If no, you will only need to submit the Section 3 forms if you are the successful proposer.*

12. Certifying that:

Mr./Mrs./Ms. \_\_\_\_\_ (signature) being duly sworn deposes and

states that he/she is the \_\_\_\_\_ (title)

of \_\_\_\_\_ (name of firm) and that answers to the foregoing questions and all statements herein contained are true and correct.