

**CITY OF MUNFORD  
REQUEST FOR QUALIFICATIONS  
ARPA/TDEC ENGINEERING SERVICES**

The City of Munford will be accepting statements of qualifications from qualified firms for the following:

**ENGINEERING Services in connection with its Coronavirus State and Local Fiscal Recovery Fund (SLFRF) of the American Rescue Plant Act (ARPA).**

Proposals must be received in the office of the City Recorder, 1397 Munford Avenue, Munford TN 38058 no later than 2:00 pm CST on September 2, 2022. Proposals received after 2:00 pm will not be considered.

The Engineering firm will assist in the design, the development of engineering reports, plans, specifications and bid documents; and on-site inspection of the construction activities and any other Engineering Services as may be required during the program timeframe.

All proposals should be marked with the following language

**ENGINEERING SERVICES STATEMENT OF QUALIFICATIONS FOR THE CITY OF MUNFORD ARPA/TDEC FUNDS.**

Qualifications will be evaluated on the following factors:

1. Qualifications and Availability of Key Personnel (40 points)
2. Experience and Technical Expertise (30 points)
3. Scope of Services (30 points)

To be evaluated properly, the following must be addressed in detail:

- **Qualifications** – Availability of qualified personnel and capacity of the firm to carry-out professional engineering services.
- **Experience** – Experience and technical expertise of the firm and its personnel as well as information regarding projects previously undertaken, including types and cost of projects.
- **Scope of Services** – Summarize scope and type of services understanding of program and tasks.

The City of Munford is an Equal Opportunity Provider and Employer. The city encourages Minority-owned Business Enterprises (MBE's) and Woman-owned Business Enterprises (WBE's) to submit qualifications.

The City of Munford will award a contract to the qualified firm whose statement of qualifications has the highest number of cumulative points issued by the City and determined to be the most advantageous to the City. The contract will include scope and extent of work and other essential requirements.

The City of Munford reserves the right to reject any and all proposals.