

City of Gulfport, Mississippi

Invitation for Bids/Proposals

Professional Services Contract for the Operations and Maintenance of the Water and Sewer Systems as well as the Streets and Drainage Systems

The City of Gulfport (also referred to herein as "Owner" and "City") is requesting bids/proposals from qualified firms for the Operations and Maintenance of the Water and Sewer systems as well as the Streets and Drainage systems of the City of Gulfport.

Request for Bid/Proposal packages may be obtained at the Procurement Office, 1410 24th Avenue, Gulfport, MS 39501. All inquiries should be directed in writing to Procurement Manager, at the same address or via e-mail at cdebenport@gulfport-ms.gov, no later than **10:00 a.m. on August 12, 2011**.

Seven (7) sealed copies of the completed bid/proposal must be received at the City of Gulfport's Procurement Office, 1410 24th Avenue, Gulfport, MS 39501, **no later than 10:00 a.m. on Wednesday, September 7, 2011**, at which time the completed bid/proposal and all information will be received and acknowledged. Following such receipt and acknowledgment and timely receipt in the City of Gulfport's Procurement Office (1410 24th Avenue, Gulfport, MS 39501), and at approximately 10:30 a.m. on Wednesday, September 7, 2011, the prices will be read aloud in the City of Gulfport's Council Chambers on the second floor of City Hall at 2309 15th Street, Gulfport, MS 39501 and thereafter distributed to a Technical Review Committee for assessment. Any bid/proposal received after this deadline of 10:00 a.m. on Wednesday, September 7, 2011, in the City's Procurement Office, 1410 24th Avenue, Gulfport, MS 39501 will not be opened and may be returned.

Bids/Proposals may be held by the City of Gulfport, Mississippi, for a period not to exceed sixty (60) days from the date of receipt of the bid/proposal.

A Technical Review Committee will review each bid/proposal based on the below listed criteria as well as the referenced factors and will assist the City's governing authority in evaluating the bids/proposals and assessing the most qualified proposal and lowest and best bid. The governing authority retains the ultimate authority in making these determinations. The committee may develop a short list from which interviews will be scheduled and evaluations will be based in part on review of data submitted in response to this Request for bids/proposals. Upon final selection and determination made by the City's governing authority, a written contract may be awarded to the individual/firm whose bid/proposal is determined by the governing authority to be the most qualified and/or the lowest and best.

The governing authority will consider terms and conditions and factors relating to price, financial responsibility, technology, legal responsibilities as well as a bidder's or proposer's "responsibility" concerning matters that relate to the prompt and efficient performance of the contract, including the bidder's or proposer's honesty and integrity, skill and business judgment, experience and facilities, capability of performing the contract, conduct or performance under previous or other contracts, and the quality of previous or other work, and a bidder's or proposer's customer satisfaction in prior or other contracts or projects, stability and solvency, and management experience in similar contracts, as well as the same criteria or factors as they may pertain to any anticipated contractors or subcontractors of Bidder or Proposer and the logistics and efficacy of involvement of one or different contractors for the contract or parts thereof. The governing authority may also review and/or consider monies allocated or budgeted for the project(s)/contract(s), any engineers' estimates for cost(s)/expense(s) for the scope of the projects(s)/contract(s), or parts thereof, and historical cost(s)/expense(s) for the scope of the project(s)/contract(s) and any oral interviews with the Technical Review Committee. The governing authority

may consider any of the factors referenced herein in awarding the contract to the most qualified proposer and lowest and best bidder.

In a further effort to assist the governing authority, bids/proposals for this project may be rated by the Technical Review Committee according to the following criteria totaling 100 points:

1	Price	40 pts
2	Financial responsibility (including, but not limited to, vendor stability and solvency, etc.)	15 pts
3	Technology (Including, but not limited to, additional or special expertise and staffing, etc.)	10 pts
4	Management Experience (Including, but not limited to, Management experience in similar contracts, existing similar contracts in Mississippi, etc.)	15 pts
5	Interview	10 pts
6	Other Factors/Criteria set forth in the "request for bids/proposals" or related documents	10 pts
Total Points		100 pts

A pre-bid/proposal conference will be held on **Wednesday, August 10, 2011, at 10:00 a.m.** in the conference room of the Gulfport Engineering Department, 4050 Hewes Avenue, Gulfport, MS 39507, to offer the bidders/proposers the opportunity to review the existing equipment and operations building, work area, and to address any further issues at that time that are relative to the requested services.

The Mississippi State Board of Contractors requires the successful bidder/proposer to have a Certificate of Responsibility number AND State Contractor's license to enter into a contract for Operating and Maintaining the Water, Sewer, Streets and Drainage Systems. The qualifying area of construction expertise is "Municipal and Public Works".

Section 3 Requirement - Section 3 of the Housing and Urban Development Act of 1968 requires that the City and contractors participating in CDBG projects give opportunities for job training and employment to lower income residents of the Section 3 area. Section 3 also requires that "to the maximum extent feasible" contracts for work in connection with Section 3 covered projects be awarded to business concerns that are located in or owned in substantial part by persons residing in the Section 3 area.

The City of Gulfport encourages all Bidders/Proposers to utilize contractors, vendors, suppliers and materials from within the corporate limits of the City of Gulfport to the greatest extent possible as outlined in Resolution adopted February 17, 2009, by the Gulfport City Council.

The City reserves the right to reject any and all bids/proposals or to waive any technicality, bidding irregularities, or informality. The City of Gulfport is an equal opportunity employer.

Ad Dates: July 21, 2011
July 28, 2011

**Send Invoice & Proof of Publication to: Connie Debenport
Purchasing Manager
City of Gulfport
P. O. Box 1780
Gulfport, MS 39502-1780**