

# MACON-BIBB COUNTY, GEORGIA

Request for Qualifications (RFQ)

to provide

## **Consulting Services** for **Blight Task Force Initiative**

16-002-CW

918-06

918-07

918-37

918-89



MACON-BIBB COUNTY

ISSUE DATE: June 12, 2015

DUE DATE: July 2, 2015

Please direct questions related to this solicitation to Nyesha Daley, email preferred at [cwilmore@maconbibb.us](mailto:cwilmore@maconbibb.us)

MBE/WBE/DBE Participation: Minority, Women Owned, and other Disadvantaged Business Enterprises are encouraged to participate in the solicitation process. Additionally, respondents are encouraged to use M/W/DBE sub-consultants where possible. Small and other disadvantaged businesses requiring assistance with the competitive process can contact Dr. James Louis Bumpus, Director of Small Business Affairs at (478) 951-2192 or [jbumpus@maconbibb.us](mailto:jbumpus@maconbibb.us)

I. GENERAL

A. Invitation

Notice is hereby given that Macon-Bibb County will receive responses to the Request for Qualifications (original **plus 7 copies**) in the Procurement Department, 682 Cherry Street, 8<sup>th</sup> Floor, Macon, Georgia 31201, until **12:00 o'clock NOON** at the time legally prevailing in Macon, Georgia on ~~Monday~~**Thursday**, July 2, 2015, for **Consulting Services for Blight Task Force Initiative** for Macon- Bibb County.

**NO LATE RESPONSES WILL BE CONSIDERED**

The names of responding firms will be publicly read on Thursday, July 2, 2015, at 2:00 P.M. in the Macon-Bibb County Procurement Department Conference Room, located on the 8<sup>th</sup> Floor of the Government Center Annex Building at 682 Cherry Street, Macon Georgia 31201.

B. Definitions

Wherever the term "Owner", "County", or "Macon-Bibb County" occur in this document, it shall mean Macon-Bibb County, a political subdivision of the State of Georgia acting through the Macon-Bibb County Board of Commissioners.

C. Solicitation Documents

Announcement of this Request for Qualifications may also be posted on the Macon-Bibb County website at [www.maconbibb.us/purchasing](http://www.maconbibb.us/purchasing) and on the Georgia Procurement Registry website [https://ssl.doas.state.ga.us/PRSapp/PR\\_index.jsp](https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp)

D. Insurance Requirements

Insurance coverage shall be carried with an insurance company licensed to do business in the State of Georgia. All coverage should be written with insurance company with a Best Rating of A or better. Insurance shall be obtained prior to commencement of work and shall remain in force throughout the period of the contract. Macon-Bibb County shall be named as additional insured on the policy.

Workers' Compensation:	Statutory (No Exemptions)
Commercial General Liability	
Each Occurrence Limit	\$1,000,000
Personal & Advertising Injury Limits	\$1,000,000
General Aggregate Limit	\$2,000,000
Products/Completed Ops. Aggregate Limit	\$2,000,000
Automobile Liability	
Combined Single Limit	\$1,000,000
Professional Liability	\$1,000,000

E. Submittals

Responses must be sealed and identified on the outside of the package as and delivered to

**"RFQ # 16-002-CW – Consulting Services for Blight"**

Macon-Bibb County Procurement Department

682 Cherry Street

8<sup>th</sup> Floor

Macon, Georgia 31201

Telephone: (478) 803-0550

Submissions may not be withdrawn for a period of one hundred and twenty (120) days after the deadline on date of closing. Macon- Bibb reserves the right to reject any and all submissions and to waive technicalities and formalities. Respondents shall carefully read the information contained herein and submit a complete response to all requirements and questions as directed. Submittals and any other information submitted in response to the RFQ shall become the property of Macon-Bibb County.

## II. BACKGROUND

The existence in a community of real property which is maintained in a blighted condition increases the burdens of state and local government by increasing the need for governmental services, including but not limited to social services, public safety services, and code enforcement services. Macon-Bibb County is encountering a serious problem with blighted properties throughout many of the neighborhoods in Macon, Georgia. Macon-Bibb County has developed a Commission Blight Committee to identify various strategies for handling blight throughout the community. One of these varied strategies is the selection/appointment of a Blight Consultant to oversee the ongoing progress as blight is managed throughout the community. This RFQ is designed to select a highly qualified consultant or firm who will serve in a project oversight.

### Definition of "Blight"

#### **Macon-Bibb County approved Definition of Blight:**

Structures, land, or features that are neglected, abandoned, or not maintained in a clean, safe, or healthy condition; and/or pose a severe or immediate health, safety, or undue economic hardship, or other imminent hazard to the property owners, occupants or visitors in the vicinity of the site.

#### Property Assessment

(Currently being used by Macon-Bibb Code Enforcement, Historic Macon, and Center for Center for Collaborative Journalism Mercer University)

- A = Excellent: well-maintained with no visible sign of deterioration;
- B = Good: Minor "cosmetic" improvement needed, such as painting, weeding;
- C = Average: More serious improvements needed, such as major paint, some structural repair;
- D = Distressed: Structurally intact, but requiring major improvements;
- F = Failing: Structurally dangerous

Definition as noted in the Georgia Urban Redevelopment Powers Law at 36-44-3(7), states,

A. A "**blighted or distressed area**" is an area that is experiencing one or more conditions of blight as evidenced by:

- (i) The presence of structures, buildings, or improvements that by reason of dilapidation; deterioration; age; obsolescence; inadequate provision for ventilation, light, air, sanitation, or open space; overcrowding; conditions which endanger life or property by fire or other causes; or any combination of such factors, are conducive to ill health, transmission of disease, infant mortality, high unemployment, juvenile delinquency, or crime and are detrimental to the public health, safety, morals, or welfare;
- (ii) The presence of a predominant number of substandard, vacant, deteriorated, or deteriorating structures; the predominance of a defective or inadequate street layout or transportation facilities; or faulty lot layout in relation to size, accessibility, or usefulness;
- (iii) Evidence of pervasive poverty, defined as being greater than 10 percent of the population in the area as determined by current data from the United States Bureau of the Census, and an unemployment rate that is 10 percent higher than the state average;
- (iv) Adverse effects of airport or transportation related noise or environmental contamination or degradation or other adverse environmental factors that the political subdivision has determined to be impairing the redevelopment of the area; or
- (v) The existence of conditions through any combination of the foregoing that substantially impair the sound growth of the community and retard the provision of housing accommodations or employment opportunities.

B. A **‘deteriorating area’** is an area that is experiencing physical or economic decline or stagnation as evidenced by two or more of the following:

- (i) The presence of a substantial number of structures or buildings that are 40 years old or older and have no historic significance;
- (ii) High commercial or residential vacancies compared to the political subdivision as a whole;
- (iii) The predominance of structures or buildings of relatively low value compared to the value of structures or buildings in the surrounding vicinity or significantly slower growth in the property tax digest than is occurring in the political subdivision as a whole;
- (iv) Declining or stagnant rents or sales prices compared to the political subdivision as a whole;
- (v) In areas where housing exists at present or is determined by the political subdivision to be appropriate after redevelopment, there exists a shortage of safe, decent housing that is not substandard and that is affordable for persons of low and moderate income;
- (vi) Deteriorating or inadequate utility, transportation, or transit infrastructure; and

C. An **‘area with inadequate infrastructure’** means an area characterized by:

- (i) Deteriorating or inadequate parking, roadways, bridges, pedestrian access, or public transportation or transit facilities incapable of handling the volume of traffic into or through the area, either at present or following redevelopment; or
- (ii) Deteriorating or inadequate utility infrastructure either at present or following redevelopment.

### III. SCOPE OF SERVICES

#### Blight Consultant Role & Responsibilities:

- Provides full Blight Plan Execution under the direction of Macon-Bibb County Administration and the Macon-Bibb County Commission Blight Committee.
- Evaluate vendor qualifications and approve vendors in accordance with Macon-Bibb County policies and procedures.
- Oversee the rehabilitation, renovation, repair, and improvement of project properties.
- Monitor and inspect, or cause to be inspected, progress and quality of Consultant and/or applicant work.
- Ensure contracts and sub-consultants properly file all required permits, notifications and documents in accordance with local, state and/or federal laws, rules, regulations, ordinances, or other administrative guidelines.
- Ensure, and oversee, proper maintenance and security of project properties; manage Consultants, monitor performance and conduct inspections of the same.
- Monitor and evaluate project progress for individual applicants, prepare progress reports and issues determinations of compliance or non-compliance
- Prepare and present reports to the Macon-Bibb County Commission, staff, public and other agencies or organizations regarding Blight Project.
- Respond to inquiries from the Macon-Bibb County Commission, staff, public and other agencies or organizations regarding property and project information.

### IV. INSTRUCTIONS TO CONSULTANTS

#### A. Responsiveness

In order to be considered *“responsive”* the submission must include completed copies of the documents included in Attachment “A” Required Submission Documents:

- Consultant Qualification Form
- Resumes/Experience of key staff
- Similar work completed by firm (list Owner, size, and contact information to be verified)
- List of Sub-Consultants and Selection Plan
- Minority Participation Goal

- Financial & Legal Stability Statement
- Insurability Statement
- Georgia Security and Immigration Compliance Act (E-Verify) Affidavit

**B. Responsibility**

In order to be considered “*responsible*” the submitting firm must meet the following minimum qualifications:

- Minimum Three (3) years of experience providing the services for the scope cited herein
- Licensed to do business in the State of Georgia
- Financially and Legally responsible to perform the services included herein

**C. Reservations**

Macon-Bibb County will not provide compensation to Respondents for any expenses incurred by the Respondent(s) for submittal preparation or for any demonstrations that may be made, unless otherwise expressly stated or required by law.

Each submission should be prepared simply and economically, providing a straightforward, concise description of your firm’s ability to meet the requirements of this RFQ. Emphasis should be on completeness, clarity of content, responsiveness to the requirements, and an understanding of the Owner’s needs.

Macon-Bibb County makes no guarantee that an award will be made as a result of this RFQ and reserves the right to accept or reject any or all submittals, with or without cause, waive any formalities or minor technical inconsistencies, or delete any item/requirement from this RFQ or contract when deemed to be in the Owner’s best interest.

Macon-Bibb County will consider only representations made within the submission in response to this RFQ. Owner will not be bound to act by any previous knowledge, communication or submission by the firms other than this RFQ.

Failure to comply with the requirements contained herein may result in the submission being deemed “non-responsive” or “non-responsible”. Non-responsive submissions will not be reviewed for potential award.

**D. Validity**

No submission may be withdrawn for a period of sixty (60) days after time has been called on the submission deadline.

**V. QUALIFICATIONS EVALUATION CRITERIA**

<b>Evaluation Factors</b>	<b>Points</b>	<b>Criteria</b>
Local Preference	5	Local of firm as defined in Sec. 19-5.2. of the Procurement Code.
Experience	50	Experience and ability
		Experience and ability of proposed project supervision
		Depth of personnel available in the firm for the project
Project Approach	20	Proposed Project approach and comprehensive strategy
Minority Inclusion and Participation	5	Firm is minority owned or proposes to use significant minority participation
Price	20	To be considered separately after qualifications have been verified (must be submitted in a separate sealed envelope)
<b>Total Points</b>	<b>100</b>	

The County and other affected parties reserve the right to award to the respondent whose submission best represents the best of Macon-Bibb County and its partners. The respondent acknowledges that Macon-Bibb County reserves full freedom (in addition to the right to reject any and all submissions) in awarding to consider all available factors including, but not limited to, price, the provision of needed and unneeded features, usefulness, and prior experience. In addition, the respondent recognizes the right of the Owner to reject a submission if the respondent fails to furnish any required submittals on the due date, or if the submission is in any way incomplete or irregular. Hence the County may make an award that is in the judgment of the Board of Commissioners best suited to serve the best interest of the County.