



MACON-BIBB COUNTY, GEORGIA

Request for Qualified Contractor (RFQC)

FOR

Red Light Camera Enforcement Program

22-045-FL

68077

68074

MACON-BIBB COUNTY

ISSUE DATE: February 16, 2022

DUE DATE: March 10, 2022

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 Cherise Stephens, Small Business Affairs at (478) 803-2819 or cstephens@maconbibb.us

I. GENERAL

A. Invitation

Notice is hereby given that Macon-Bibb County will receive responses to the Request for Qualified Contractor(s) (original **plus 3 copies and a flash drive**) in the Procurement Department, 700 Poplar Street Suite 308, Macon, Georgia 31201, until **12:00 o'clock NOON** at the time legally prevailing in Macon, Georgia on March 10, 2022, for **Red Light Camera Enforcement Program** for Macon- Bibb County.

NO LATE RESPONSES WILL BE CONSIDERED

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 Qualified Contractor may also be posted on the Macon-Bibb County website at www.maconbibb.us/purchasing and on the Georgia Procurement Registry website 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
Errors and Omission: \$1,000,000
General Liability: \$1,000,000

E. Submittals

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

"22-045-FL Red Light Camera Enforcement Program"

Macon-Bibb County Procurement Department
700 Poplar Street
Suite 308
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Submissions may not be withdrawn for a period of one hundred and twenty (120) days after the deadline on date of closing.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 by in response to the RPS shall become the property of Macon-Bibb County.

F. Responsiveness

To be considered "*responsive*" the submission must include completed copies of the following documents:

- Proposer Qualification Form

- List of Sub-Consultants
- Minority Participation Goal
- Financial & Legal Stability Statement
- Georgia Security and Immigration Compliance Act (E-Verify) Affidavit

G. Responsibility

To be considered “*responsible*” the submitting firm must meet the following minimum qualifications:

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

H. 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 RPS. 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 RFQC 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 RPS 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 RPS. Owner will not be bound to act by any previous knowledge, communication, or submission by the firms other than this RPS.

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

II. BACKGROUND

The Macon-Bibb County Government serves a community of about 155,000 people and is led by a 10-member Commission, with the Mayor serving as its chair. Macon-Bibb provides a full range of services extending beyond those provided by many other counties in Georgia. Some of the services provided include public safety; the construction and maintenance of highways, streets, and infrastructure; zoning and **code enforcement**; court-related function; recreational activities; facilities management; emergency services and administrative offices. Macon-Bibb County Government has 2953 active employees and retirees.

III. SCOPE OF SERVICES

Macon Bibb County (MBC) is seeking qualified contractor(s) to furnish, install, operate, and maintain the Red-Light Running Photo Enforcement Program. The contractor(s) shall do the following:

Contractor shall provide and install all equipment including, without limitation, poles, cabinets, and related operational equipment at the selected intersection(s). The Contractor will be responsible for all traffic studies, GDOT permits and permit renewals, site design, construction, installation, and maintenance of the equipment.

IV. SUBMITTAL FORMAT AND REQUIREMENTS

Submissions must be limited to a total of twenty (20) pages and must be organized in a manner to display the required information in easily accessible tabs labeled:

Consultant Background

- Letter of Interest
- History of the Consultant (including years in business)
- Contact information (including address(es), telephone/Fax numbers, email, etc.
- Structure of the firm (include principal(s), project team, if applicable)

Experience

- Resume(s) of key personnel(s)
- Reference list
- List of projects with similar scope and size

Project Approach

- Detailed plan for accomplishing Red-Light Running Photo Enforcement Program
- Enter additional elements of the project that need to be addressed

Project Timeline

- Provide a project schedule outlining each identified deliverable

V. SCORING (total possible number of points = 100)

Experience – Maximum 50 points

Project Approach – Maximum 25 Points

Project Timeline – Maximum 25 Points

VI. AWARD BASIS

Award will be recommended to the respondent with the highest number of points.