



City of Dublin, GA

Request for Qualifications

To Provide

Engineering Services

For

SEID Grant

Dublin, GA

RFQ #26-0227-01

Issue Date February 27, 2026

Due Date: April 1, 2026 by 2PM

REQUEST FOR QUALIFICATIONS
Engineering Services for
SEID Grant - Dublin, GA

REQUEST FOR QUALIFICATIONS
Engineering Services for SEID Grant – City of Dublin, Georgia
RFQ No. 26-0227-01

The City of Dublin (“Owner”) is seeking Statements of Qualifications (SOQs) from qualified engineering firms to provide professional services for the State Economic and Infrastructure Development (SEID) Grant project. The project involves improvements to the City’s Wastewater Treatment Plant, including replacement of the headworks screening equipment. Services will include design, permitting, bidding assistance, construction administration, inspection, and preparation of all SEID-required documentation.

This project is funded through the Southeast Crescent Regional Commission (SCRC) and must comply with all applicable federal and state requirements, including the Build America, Buy America (BABA) Act, 2 CFR 200 Uniform Guidance, and all Georgia procurement statutes. Firms responding to this RFQ should have demonstrated experience delivering engineering services for federally funded infrastructure projects.

Following the review of submitted Statements of Qualifications, the City may identify a shortlist of firms determined to be the most qualified for further consideration. Shortlisted firms may be invited to participate in interviews. The firm selected as the finalist will be required to submit a fee proposal in accordance with subsequent instructions issued by the City. The City of Dublin reserves the right to reject any or all Statements of Qualifications, to waive technicalities, irregularities, or informalities, and to cancel or conclude this procurement at any time without obligation.

The selected engineering firm will work collaboratively with the City to complete all required engineering tasks associated with the SEID Grant and ensure full compliance with federal and state standards.

Purpose of the RFQ

The purpose of this Request for Qualifications (RFQ) is to solicit Statements of Qualifications (SOQs) from qualified and experienced engineering firms to provide professional engineering services for the City of Dublin’s State Economic and Infrastructure Development (SEID) Grant project. The project, funded through the Southeast Crescent Regional Commission (SCRC), involves improvements to the City’s Wastewater Treatment Plant, including but not limited to the replacement of the existing headworks screening equipment and associated system upgrades.

This RFQ is issued in accordance with all applicable federal and state requirements governing the procurement of professional services, including the Uniform Administrative Requirements codified at 2 CFR Part 200, the Build America, Buy America (BABA) Act, and relevant Georgia procurement statutes. Engineering firms responding to this solicitation must demonstrate the capacity and qualifications necessary to perform all required design, permitting, bidding and procurement assistance, construction administration, inspection, close-out services, and SEID-related documentation and compliance.

The Owner intends to conduct a qualifications-based selection process to identify the engineering firm that is most capable of delivering the required services in a timely, compliant, and cost-effective manner. The Selection Committee will evaluate submitted qualifications in accordance with the criteria set forth herein, and finalist firms may be invited to interviews and to submit fee proposals at a later stage of this procurement.

The issuance of this RFQ does not commit the Owner to award a contract, to pay any costs incurred in the preparation of a response, or to procure or contract for any services. The Owner reserves the right to reject any or all Statements of Qualifications, to waive technicalities and informalities, and to conduct the procurement in a manner deemed to be in the best interests of the City of Dublin.

1. GENERAL PROJECT INFORMATION

Background

The City of Dublin applied for and received SEID grant funding to assist with Wastewater Treatment improvements including the replacement of headworks screens. The city is seeking an engineering firm with broad experience to provide design and construction supervision for this project, if awarded, and other related professional services. SEID grants are funded by the federal government and administered at the state level by the Southeast Crescent Regional Commission. Therefore, all activities must be performed in strict adherence to applicable federal and state regulations.

This selected engineering firm will be expected to work with the City of Dublin to complete engineering work associated with federal and state funding opportunities, including a State Economic and Infrastructure Development (SEID) Grant from the Southeast Crescent Regional Commission. Funding for project has already been obtained.

Three to five firms that respond to this RFQ by submitting statements of qualifications may be determined to be especially qualified and capable of delivering services and may be deemed eligible for further consideration to provide these services as the engineering firm and invited to interview for these services. All respondents to this RFQ are cautioned to completely review the entire RFQ and follow instructions carefully. The City of Dublin reserves the right to reject any or all statements of qualifications, and to waive technicalities, irregularities, and informalities, and retains the right to cancel or conclude this procurement at any time without selecting a firm to provide the described services, without any liability to any respondents, or any other person or entity, and is under no obligation to make an award relating to this RFQ to any person or entity. The final terms of any Engineering Services Agreement for the project contemplated by this procurement will be determined by the Owner, subject, in all cases, to strict compliance with the applicable provisions of the laws of the City of Dublin.

Project Description

Wastewater Treatment Improvements

Scope of Work – Engineering Services for SEID Grant Project

The City of Dublin intends to improve the Wastewater Treatment Facility, with a primary focus on replacing the existing headworks screening equipment and completing related system upgrades. The selected engineering firm will be responsible for providing comprehensive professional services that support the planning, design, procurement, construction, and close-out of the project.

1. Preliminary Engineering & Coordination

- Develop complete engineering plans, specifications, and cost opinions in close coordination with the City of Dublin.
- Conduct site evaluations, confirm existing conditions, and assess design alternatives to support project objectives such as improved operational performance, durability, and long-term efficiency.
- Ensure all design documents conform to applicable federal, state, and local codes, standards, and SEID program requirements.

2. Permitting & Regulatory Compliance

- Prepare and submit all necessary permit applications required for the project, including environmental, wastewater, construction, and state/federal approvals.
- Ensure all documents and materials fully meet Build America, Buy America (BABA) requirements, and incorporate all required language into project specifications.
- Assist the City in meeting all federal compliance obligations, including SEID documentation and 2 CFR 200 requirements.

3. Bidding & Procurement Support

- Prepare complete bid packages and procurement documents in accordance with Georgia procurement statutes and federal guidelines.
- Assist the City with advertising, bidder inquiries, pre-bid meetings, bid openings, and evaluation of contractor bids.
- Support the City in verifying bidder certifications and required BABA manufacturer documentation.

4. Construction Administration & Oversight

- Provide construction administration services throughout the duration of the project, including:
 - Review and approval of contractor submittals, schedules, and shop drawings.
 - Engineering firm shall perform one site visit per week at minimum, with additional visits as needed to support construction progress.
 - Review and recommendation of contractor pay applications and change orders.
 - Coordination with the contractor to resolve field issues promptly and effectively.

5. SEID Grant Support & Documentation

- Maintain all records and provide required SEID reporting, including progress reports, compliance documentation, and close-out materials.
- Collect and verify all BABA certifications from manufacturers and contractors.
- Ensure all documentation meets SCRC and federal audit requirements.

6. Project Close-Out

- Conduct final inspections and verify completion of all work.
- Prepare as-built drawings, warranties, operation and maintenance manuals, and all required close-out certifications.
- Assist the City with final SEID reporting and compliance verification.

2. QUALIFICATIONS REVIEW PROCESS

Selection of the **engineering firm** will be a multi-step process. The City of Dublin reserves the right to reject any or all statements of qualifications, and to waive technicalities and informalities at the discretion of the City of Dublin.

Qualification Ranking is initiated with this **RFQ**, which is issued for the purpose of acquiring Statements of Qualifications from prospective engineering firms. A selection of finalist firms will be made by a Selection Committee consisting of representatives of the Owner. The Selection Committee will review Statements of Qualifications submitted in response to this RFQ. To be deemed eligible for evaluation, firms must meet the following minimum qualifications:

Minimum Qualifications Required

- Preparation of final design, plans, and specifications.
- The securing of all necessary permits and clearances as applicable to comply with state and federal mandates. For this project the engineering will be required to provide engineering plans/drawings showing all dimensions drawn to current engineering standards and the required plans in order for the contractor to apply for permits.
- Preparation of bid and contract documents, including advertising and bidding procedures, holding the bidders conference, bid openings, and evaluations.
- Post-award services, including securing the construction firm's certifications and review of specifications, warranties, operation manuals, and as-built drawings.
- Construction services including supervision/administration of construction, review of payment requests, change orders, and other coordination with the construction firm. Periodic construction review (at least one visit per week during regular working hours) and other work as required in assuring proper execution of the work. Periodic construction reviews must ensure that the contractor's methods comply with approved plans and specifications.
- Construction close-out, final inspection, project certification, and coordination with the City of Dublin and the Southeast Crescent Regional Commission to provide periodic updates to satisfy SEID program requirements.
- The engineer shall fully understand the Build America, Buy America (BABA) provisions of this project. All construction contracts furnished or prepared by the engineer shall include required language. Further, the engineer shall be

responsible for obtaining all required BABA documentation (i.e. manufacturers’ certifications) during construction.

The Selection Committee will then evaluate the submittals, which have met the above minimum qualifications. Criteria for the evaluation are listed below:

Criteria for evaluation of Statements of Qualifications

- 15% Factor Stability of the firm.
- 40% Factor Firm’s relevant project experience and qualifications.
- 25% Factor Firm’s suitability for the project.
- 20% Factor Firm’s management plan to provide engineering services for the project.

Final selection of the engineering firm will proceed following interviews with the shortlisted finalists. Upon completion of the interview process, the City will identify the firm deemed most qualified. That firm, and only that firm, will be invited to submit a detailed fee proposal in accordance with instructions issued by the City. The successful engineering firm will be determined based on the Selection Committee’s evaluation of the interviews and all other factors outlined in this RFQ.

3. SCHEDULE OF EVENTS

The following Schedule of Events represents the Owner’s best estimate of the schedule that will be followed. All times indicated are Eastern. The Owner reserves the right to adjust the schedule as the Owner deems necessary.

Schedule		
A. Owner issues public advertisement of RFQ	2/27/26	
B. Mandatory Pre-Proposal Meeting	3/12/26	10:00AM
C. Deadline for submission of written questions and requests for clarification	3/23/26	2:00PM
D. Answers to all written questions posted	3/25/26	
E. Qualification Proposal Due	4/01/26	2:00PM
F. Finalists will be notified	4/02/26	
G. Finalist engineering firms interviews	4/07/26	TBD
H. Selected engineering firm notified	4/17/26	
I. Contract negotiations as needed	4/17-24/26	TBD
J. Contract Awarded	4/27/26	

4. SUBMITTAL OF QUESTIONS AND REQUESTS FOR CLARIFICATION

It is the responsibility of each respondent to examine the entire RFQ, seek clarification in writing, and review its submittal for accuracy before submitting the document. Once the submission deadline has passed, all submissions will be final. The Owner will not request clarification from individual respondents relative to their submission but reserves the right to ask for additional information from all parties who have submitted qualifications. Questions about any aspect of the RFQ or the project, shall be submitted in writing (e-mail) to:

David Sawyer, Purchasing Director, e-mail: sawyerd@dublinga.org

The deadline for submission of questions relating to the RFQ is the time and date shown in the Schedule of Events. All relevant and significant questions that have been submitted in writing prior to the deadline will be compiled, and answers will be posted.

5. INSTRUCTIONS FOR PREPARING STATEMENTS OF QUALIFICATIONS

Submittals must be prepared in a manner that when printed would typically fit on standard (8 ½” x 11”) paper. Responses
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are limited to using a minimum of an 11-point font. **Total page count of the submittal must not exceed 50 pages single-sided.** Submittals that include qualifications of more than one firm shall not exceed the page limit. Emphasis should be on completeness, relevance, and clarity of content. To expedite the review of submittals, it is essential that respondents follow the format and instructions outlined below.

For the electronic submittal (.pdf) the submitted responses (file names) must reference the RFQ # 26-0227-01, the **firm's name**, and the word "**QUALIFICATIONS.**"

(File Name Example: ABC Company-Engineering Service for SEID Grant RFQ # 26-0227-01)

The entire submittal .pdf shall be submitted as ONE (1) file. Do not submit individual documents or sections separately.

The thumb drive and the printed bound copies must be received in a sealed envelope plainly marked "Statement of Qualifications for Engineering Service for SEID Grant" with the provided sealed bid label attached to the outside of the envelope.

**STATEMENT OF QUALIFICATIONS
(DELIVERABLES "A", "B", "C" and "D" FOR ALL FIRMS)**

A. Description and Resources of Firm

- A1- Provide basic company information: Company name, address, name of primary contact, telephone number, fax number, E-mail address, and company website (if available). If the firm has multiple offices, the qualification statement shall include information about the parent company and branch office separately. Identify office from which project will be managed and this office's proximity to the project site. Provide form of ownership, including state of residency or incorporation, and number of years in business. Is the offeror a sole proprietorship, partnership, corporation, Limited Liability Corporation (LLC), joint venture, or other structure? For joint venture entities that have not undertaken at least *two* projects together, each firm should submit its qualifications separately.
- A2- Briefly describe the history and growth of your firm(s). Provide general information about the firm's personnel resources, including disciplines and numbers and classifications of employees, and locations and staffing of offices.
- A3- Has the firm been involved in any litigation in the past five (5) years? Describe your experience with litigation with Owners and any other construction project-related litigation. List any active or pending litigation and explain.
- A4- List the firm's annual revenue for the past 5 years and supply main financial and banking references.
- A5- Has the firm ever been removed from a contract or failed to complete a contract as assigned? Provide a statement of disclosure to allow the Owner to evaluate any possible conflicts of interest.
- A6- The firm, in order to be deemed eligible for evaluation, must provide supporting documentation asserting that the firm meets the minimum qualifications required for this project.
- a. Firm has sufficient cash flow to undertake the project as evidenced by a current ratio (assets/liabilities) of 1.0 or higher. Provide a statement evidencing your current ratio. If the firm does not meet these thresholds, the City reserves the right to deem the submittal non-responsive.
 - b. Firm demonstrates a commitment to safety with regard to Worker's Compensation by having an Experience Modification Rating (EMR) of 1.2 or less. Provide evidence from your firm's carrier on their letterhead of your firm's EMR.
- A7- Complete the Certification Form (Exhibit A), and provide a notarized original with response as section "A7" of the firm's Statement of Qualifications.
- A8- Complete and submit a "CONTRACTOR AFFIDAVIT UNDER O.C.G.A. § 13-10-91(b)(1)" (Exhibit B) with response as Section "A8" of the firm's Statement of Qualifications. **Failure to submit this form with Statement of Qualifications will result in the firm being eliminated from consideration for this project.**
- A9- Complete and submit the "Disclosure Statement" (Exhibit C) with response as Section "A9" of the firm's Statement of Qualifications.

B. Experience and Qualifications

- B1- Describe your firm's proposed organization for the project. Provide professional qualifications and description of experience of team members as outlined below (or similar roles) and percentage of each person's time to be committed to this project. Include an organizational chart showing detailed lines of responsibility and accountability for your team.
- a. Project Executive/Director
 - b. Project Manager
 - c. Lead Engineer
 - d. Other (please describe, if applicable)

Specialty contractors should have experience in providing complete site analysis, public consultation, conceptual through fully engineered design, and construction of these scopes of work.

B2- Identify the individual who, *from project start to finish*, will be the leader of your Engineering team and the principal point of contact between your firm and the Owner, and other consultants. Provide detailed information on the qualifications of this individual and the direction, authority, and management tools that will be provided to the individual by the firm. This individual's competence, his/her leadership, and his/her ability to achieve *customer satisfaction* will be heavily considered in the selection of an engineering firm.

B3- Identify any consultants or engineers that will be part of your team.

B4- Provide information on the firm's experience on projects of similar size and complexity (similar type as the incumbent project). Describe no more than five (5) and no less than three (3) projects, in order of most relevant to least relevant, which demonstrate the firm's capabilities to perform the project at hand. For each project, the following information should be provided:

- a. Project name, location and dates during which services were performed.
- b. Brief description of project and physical description (square footage, contract value, number of stories, site area, etc.).
- c. Services performed by your firm.
- d. Describe the project delivery method (i.e. Design-Build, Design-Bid-Build).
- e. Describe firm performance relative to schedule and budget.
- f. List team members involved in the delivery of the projects.
- g. Respective Owner's stated satisfaction in design/renovation/construction and service of your firm.
- h. Provide any Owner-written letters of reference/recommendation about the firm's performance on the project.
- i. Owner contact information.

C. Statement of Suitability

C1- Provide any information that may serve to differentiate the firm from other firms in suitability for the project. Suitability may include, but is not limited to, the firm's fit to the project and/or needs of the Owner, any special or unique qualifications for the project, current and projected workloads, the proximity of office to project location, and any techniques or methodologies offered by the firm that may be particularly suitable for this project type.

C2- Provide non-discrimination policies and describe the firm's record and methodologies of addressing public safety, social, environmental, or other related concerns.

C3- Provide information on any special services offered by the firm that may be available for this project.

C4- Describe your recent experience with Engineering projects. Describe your previous experience working with your selected design team member.

D. Management Plan

D1- Describe your process for efficiently resolving issues and maintaining the project commitments working collaboratively with the Owner. Provide specific examples demonstrating your ability to solve complex project issues related to renovation/construction without compromising your team commitments.

D2- Provide your detailed cost management plan for controlling costs on this project within the stated cost limitation during design and construction. Describe your systems and procedures for controlling costs during design and construction.

D3- Provide your detailed change management plan for managing cost and schedule exposures within the stated limitations.

D4- Provide your procurement and workforce plan including details on your plan to assure local contractor opportunity. Describe your approach to preparing bid documents to support competitive procurement.

D5- Provide your detailed schedule management plan, for this project, during design and construction. Describe systems and procedures your firm uses to manage the project schedule. Describe alternatives that may be explored to shorten the schedule.

- D6- Provide your closeout management plan for this project. Describe your systems and procedures for your closeout plan.
- D7- Provide your detailed plan for applying any services identified in Section II not specifically requested by the Owner. Explain the relevance of these services to this project and how they benefit the project.
- D8- Provide your quality assurance plan for this project. Describe your firm's approach for validating compliance with the construction documents. Explain your process for ensuring the quality of the renovation/construction workmanship.
- D9- Provide your safety, site logistics, and phasing plans for this project. Describe your plan for working around existing operations and for site access.

6. SUBMITTAL OF STATEMENTS OF QUALIFICATIONS

Interested firms shall submit an original, one (1) hard copy, and one (1) electronic copy in PDF on a USB drive of their statement of qualifications. Statements of qualifications must be received in a sealed envelope or container marked "RFQ # 26-0227-01: Engineering Services for SEID Grant for Wastewater Treatment Project" and delivered prior to the stated deadline above. All documents are to be submitted to:

**City of Dublin, GA
Attn: David Sawyer
702 E. Madison St.
Dublin, Georgia 31021**

The electronic copy of the submittal should be submitted as ONE (1) file saved as a .PDF (portable document format) through either eProcurement sites the Owner is utilizing for submissions located [here](#). Please do not submit individual documents or sections separately.

7. Finalist Notification

Once the Selection Committee has completed the evaluation of the Statements of Qualifications, a list of the finalist firms will be notified by the City of Dublin or Program Manager.

8. PRESENTATION/ INTERVIEW INFORMATION

Interview Format

The firms selected to make a presentation to, and be interviewed by, the Selection Committee, will be notified within the time outlined above in the "Schedule of Events." Each firm will be notified in writing and informed of a place and time for the interview session. The time allotted to each firm for the interview will not exceed 65 minutes which includes: 10 minutes for setup, 30 minutes for proposer presentation, 20 minutes for Committee questions, and 5 minutes for knockdown. The presentation may be electronic (PowerPoint or similar) or involve flip charts or boards along with oral presentation. The City of Dublin has electronic AV equipment (projector/monitor, laptop) but firms should be prepared in case of technical malfunctions with the equipment. All members of the Selection Committee will be present during all of the presentations and interviews. Firms are not allowed to address any questions, prior to the interview, to anyone other than designated contact.

Interview Requirements

The intent of the formal interview process is to provide the Selection Committee with in-depth information from the engineering firm in order to make a final selection of the best-suited firm for the contract award. Firms should focus their presentations on the detailed plan for managing the design and construction, cost, schedule, and quality on the project and any unique characteristics or services the firm offers. Firms are discouraged from reviewing general company history and past experience previously submitted in Statements of Qualifications unless this information is particularly relevant to the project-specific engineering plan. All key personnel should be present at the interview including, at a minimum, the lead engineer, project engineer, and project executive.

Criteria for the evaluation of finalist interviews:

50% Factor} Methodology Presented to assure success and the ability of principals to engender confidence in the ability of the firm to complete the project within the time and cost budgeted, the ability of the team to

effectively address Owner program goals, offer solutions to challenging areas of the project, deliver apparent efficiency and effectiveness, offer new ideas that lead to benefits for the Owner, the effectiveness in communication of the team members during the interview process, and the firm's ability to effectively answer project questions and provide solutions during the interview.

50% Factor} Committee's assessment of the Overall Fit of the firm and its key team members to the project, including the ability of the firm to instill Committee confidence in the firm's understanding of the project requirements, and in the firm's communication and problem-solving methods and abilities.

Final Evaluation

Evaluation of submittals and firms' qualifications will be conducted by a committee consisting of various project stakeholders. Based upon the predetermined rating criteria contained in the RFQ, the committee will assign a composite rating to the deliverables of each statement of qualifications and proposal submitted. Proposers understand and accept that by responding to this solicitation they are willingly participating in a process that consists to some degree of subjectivity on the part of selection committee members in determining the firm(s) capable of providing the best overall solution.

9. ADDITIONAL TERMS AND CONDITIONS

Restriction of Communication

From the issue date of this solicitation until a successful proposer is selected and the selection is announced, proposers are not allowed to communicate for any reason with any members of the Selection Committee or the City of Dublin, except for submission of questions as instructed in the RFQ, or during the proposer's conference (if applicable), or as provided by any existing work agreement(s). For violation of this provision, the Owner reserves the right to reject the submission of the offending proposer.

Submittal Costs and Confidentiality

All expenses for preparing and submitting responses to the RFQ are the sole cost of the party submitting the response. The Owner is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of the Owner. Labeling information provided in submittals "proprietary" or "confidential," or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the statements of qualifications will remain confidential until final award.

Award Conditions

This request is not an offer to contract or a solicitation of bids. This request and any statements of qualifications submitted in response, regardless of whether the submission is determined to be the best, is not binding upon the Owner and does not obligate the Owner to procure or contract for any services. Neither the Owner nor any party submitting a response will be bound unless and until a written contract, mutually accepted by both parties, is negotiated as to its terms and conditions and is signed by the Owner and a party containing such terms and conditions as are negotiated between those parties. The Owner reserves the right to waive non-compliance with any requirements of this RFQ and to reject any or all statements of qualifications submitted in response. Upon receipt and review of responses, the Owner will determine the party(s) and statement of qualifications that in the sole judgment of the Owner is in the best interest of the Owner (if any is so determined), with respect to the evaluation criteria stated herein. The Owner then intends to conduct negotiations with such party(s) and in the course of doing so may use ideas expressed in any statement of qualifications or interview.

Exhibit A
CERTIFICATION FORM

I, _____, being duly sworn, state that I am _____(title) of

_____ (firm) and hereby duly certify that I have read and understand the information presented in the attached statement of qualifications and any enclosure and exhibits thereto.

I further certify that to the best of my knowledge the information given in response to the request for qualifications is full, complete and truthful.

I further certify that the proposer and any principal employee of the proposer have not, in the immediately preceding five years, been convicted of any crime of moral turpitude or any felony offense, nor has had their professional license suspended, revoked or been subjected to disciplinary proceedings.

I further certify that the proposer and any principle employee of the proposer have not, in the immediately preceding five years, been suspended or debarred from contracting with any federal, state or local government agency, and further, that the proposer is not now under consideration for suspension or debarment from any such agency.

I further certify that the proposer or any principle employee of the proposer has not in the immediately preceding five years been defaulted in any federal, state or local government agency contract, and further, that the proposer is not now under any notice of intent to default on any such contract or have been terminated for cause on any such contract.

I acknowledge, agree and authorize, and certify that the proposer acknowledges, agrees and authorizes, that the Owner may, by means that either deems appropriate, determine the accuracy and truth of the information provided by the proposer and that the Owner may contact any individual or entity named in the Statement of Qualifications for the purpose of verifying the information supplied therein.

I acknowledge and understand the successful Proposer will be required to certify compliance with the Immigration Reform Act of 1986 (IRCA), D.L. 99-603 and the Georgia Security and Immigration Compliance Act OCGA 13-10-90 et.seq., by meeting or having complied with the provisions in the Act and by executing any affidavits required by the rules and regulations issued by the Georgia Department of Labor set forth at Rule 300-10-1-.01: Contractor will also be required to warrant that Contractor has included a similar provision in all written agreements with any subcontractors engaged to perform services under this Contract.

I acknowledge and agree that all of the information contained in the Statement of Qualifications is submitted for the express purpose of inducing the Owner to award a contract.

A material false statement or omission made in conjunction with this submission is sufficient cause for suspension or debarment from further contracts, or denial of rescission of any contract entered into based upon this submission thereby precluding the firm from doing business with, or performing work for, the State of Georgia. In addition, such false statement or omission may subject the person and entity making the submission to criminal prosecution under the laws of the State of Georgia of the United States, including but not limited to O.C.G.A. §16-10-20, 18 U.S.C. §§1001 or 1341.

Signature

Sworn and subscribed before me

This ____ day of _____, 20____.

NOTARY PUBLIC

NOTARY SEAL

My Commission Expires: _____

Exhibit B

CONTRACTOR AFFIDAVIT UNDER O.C.G.A. § 13-10-91(b)(1)
(Failure to submit this form will result in rejection of your Qualifications)

Project Name: Engineering Service for SEID Grant City of Dublin, GA

Contractor: _____

STATE OF GEORGIA

COUNTY OF: Laurens

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of the **City of Dublin (GA)** has registered with, is authorized to use and used the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. §13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. §13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

I hereby declare under penalty of perjury that the foregoing is true

and correct. Executed on , 20 in _____ (City),

_____ (State).

Signature of Authorized Officer or Agent of Contractor

Printed Name and Title of Authorized Officer or Agent

**SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE**

____ DAY OF _____, 20__

Notary Public
My Commission Expires: _____

Exhibit C
Disclosure Statement

All proposers should be aware that the project you are submitting a statement of qualifications on is a public project. The City of Dublin shall make every effort to avoid even the appearance of a conflict of interest or any impropriety in both the selection process for this project and the negotiation and performance of any resulting contract. As part of any submittal you intend to make for this project, **you must include this Disclosure Statement with your submittal** that answers or addresses the following specific statements:

1. Describe any business transactions occurring within the prior two years between your firm and the City of Dublin.

Insert Response

2. Describe any gift, hospitality, or benefit of any sort that your firm has provided to the City of Dublin within the prior one-year period.

Insert Response

3. A *conflict of interest* or *potential conflict of interest* is defined as any action, decision, or recommendation by a person acting in a capacity as a public official, the effect of which is or could be to the private monetary or financial benefit or detriment of the person, the person’s relative, or any business with which the person or a relative of the person is associated. The potential conflict of interest is viewed from the perspective of a reasonable person who has knowledge of the relevant facts. Based upon this definition, describe any conflict of interest or potential conflict of interest that your firm has with the City of Dublin.

Insert Response

This Disclosure Statement should be dated and signed by an authorized signatory for the Proposer and submitted with the Proposer’s Submittal as deliverable A10.

Name of Firm

Authorized Signature

Date

Federal Compliance Addendum

1. Uniform Administrative Requirements (2 CFR Part 200)

The engineering firm must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR 200), including but not limited to sections 200.317–327, 200.328–329, 200.334, 200.403–405, 200.430, and 200.503–512.

2. Build America, Buy America (BABA)

Any involvement in design, specification, or inspection of materials for infrastructure improvements must comply with BABA requirements under Pub. L. 117-58 and 2 CFR 184. The Engineer must incorporate all required provisions into bid documents and verify manufacturer certifications.

3. Federal Suspension & Debarment (2 CFR 180)

The selected engineering firm must certify it is not suspended or debarred from federal contracting and must verify all subcontractors through SAM.gov.

4. Federal Conflict of Interest Requirements (2 CFR 200.318(c))

The firm must avoid conflicts of interest and disclose any potential conflicts to the City of Dublin in writing.

5. Federal Recordkeeping Requirements (2 CFR 200.334)

The engineering firm must maintain all project-related records for at least five (5) years after final expenditure reporting.

6. Nondiscrimination & Civil Rights Compliance

The firm must comply with Title VI, Section 504, Title IX, ADA, and all applicable nondiscrimination laws.

7. Environmental Compliance

The engineering firm must assist with NEPA, ESA, Section 106, and other applicable federal environmental compliance requirements.

8. Access to Records (2 CFR 200.337)

The engineering firm must grant access to project records to the City of Dublin, SCRC, Inspectors General, and federal oversight bodies.

9. Federal Contract Clauses (2 CFR Part 200, Appendix II)

All mandatory federal clauses must be included in agreements, including those relating to remedies, termination, EEO, anti-kickback, CWHSSA, Clean Air Act, debarment, and anti-lobbying.

10. Reporting Requirements

The engineering firm must assist the City with all SEID reporting, including progress, BABA documentation, and closeout materials.

11. FFATA Requirements

If applicable, the firm must provide executive compensation and subcontractor data required for FFATA reporting.

Effect of Non-Compliance

Failure to comply may result in withholding of payments, contract termination, removal from the project, ineligibility for future federal work, or repayment of disallowed costs.