

REQUEST FOR PROPOSALS FOR PROJECT MANAGEMENT

Golden Triangle Planning and Development District, Inc. (GTPDD) requests proposals from qualified firms or individuals to provide project management services for work related to the implementation of an approved Appalachian Regional Commission (ARC) Power grant project. Interested parties are invited to submit sealed proposals, five (5) copies, in accordance with this request, to Golden Triangle Planning and Development District, Inc.; Attention: Rupert L. “Rudy” Johnson, Executive Director, Post Office Box 828, Starkville, MS 39760 or by hand-delivery to GTPDD at 106 Miley Drive, Starkville, MS 39759, no later than 3:00 P.M., on Tuesday, November 20, 2018. All proposals must be submitted in a sealed envelope and marked with the following language: **“Proposal for ARC Power Project Management Services.”**

The Project Manager will be responsible for performing all management services for approximately 36-months through project closeout in accordance with federal, state and local law, regulations and policies. The scope of work includes but is not limited to the following: serve as the Project Manager and as coach/facilitator working with community leaders, within a four-county area, to build support for the Pathway Model. Qualifications required include: 1) experience coaching and facilitating community leaders around workforce development issues; 2) experience managing multi-county, multi-partner workforce projects; 3) knowledge of ARC and OMB guidelines covering performance and expenditures; 4) demonstrated ability to gather data and generate reports. The Project Manager shall also manage the participant tracking process.

Proposals will be evaluated on the following factors: Qualifications (40 points), Experience (40 points), and Capacity for Performance (20 points). To be evaluated properly, the following must be addressed in detail: **Qualifications** – List of qualifications of persons to be assigned to project: **Experience** – Information regarding the firm’s experience and the projects previously undertaken, **Capacity for Performance** - Identify the number and title of staff assigned to provide services. Cost is not a factor in the selection process and should not be a part of the proposal. Cost will be negotiated with the firm or individual receiving the highest rating according to the stated criteria.

The selection committee, using the above selection criteria will review proposals. Each member of the committee will assign points to each criteria based on the content of the proposal. Negotiations will be conducted to determine a mutually satisfactory contract, first with the firm receiving the highest accumulated points, as rated by the committee. If a mutually satisfactory contract cannot be negotiated with the firm, the firm will be requested to submit a best and final offer in writing. If a contract cannot be reached after this best and final offer, negotiations with that firm will be terminated and negotiations will be initiated with subsequently listed firms in order of rating. This procedure will be continued until a mutually satisfactory contract has been

negotiated. In addition to reaching a fair and reasonable price for the required work, the objective of negotiations will be to reach an agreement on the provisions of the proposed contract including scope and extent of work and other essential requirements. The selection committee may hold proposals for a period of up to thirty (30) days for the purpose of reviewing and investigating the proposals' content.

All questions pertaining to this project should be directed to Phylis Benson, Golden Triangle Planning and Development District, P. O. Box 828, Starkville, MS 39760 or 662/320-2007. Golden Triangle Planning and Development District, Inc. does not discriminate on the basis of race, color, religion, sex, age, or national origin and reserves the right to reject any and/or all proposals.

Publish: October 21, 2018
October 28, 2018