

## **Region 4 Planning and Development Council Request for Qualifications CDBG- Hazard Mitigation Grant**

WV Region 4 Planning and Development Council (Region 4PDC) in collaboration with Region 2 Planning and Development Council is seeking an engineering/consulting firm to provide professional and technical services necessary to undertake preliminary designing and developing engineering plans for private water crossings (bridges) considering. These crossings will be evaluated within a designated six (6) county region of West Virginia, Fayette, Greenbrier, Lincoln, Nicholas, Pocahontas, and Webster Counties. The selected firm will utilize the bridge inventory supplied by Voluntary Organizations Active in Disaster (VOAD), verify property ownership, generate a site prioritization list, create GIS mapping, outline environmental permitting requirements for the site, document Department of Highways right of ways, and perform an agreed upon assessment in accordance with The International Residential Code IRC- 2012 and FEMA P-778 R=Private Water Crossings. (VOAD Resiliency Document). The focus of this RFQ process is to objectively select a qualified, experienced firm that will provide the highest quality of service within the indicated timeframe. This project is funded with federal funds through the HUD – CDBG- Hazard Mitigation Funds.

Procurement of said services will be in accordance with Chapter 5G-1-3 of the WV Code.

Proposals must show the following:

1. Experience of the firm with federal grant programs
2. Experience in architectural and construction management of this type of project
3. Qualifications of personnel directly involved in the project
4. Completeness of Proposal

Please submit five (5) copies of the requested information by **April 30, at 4:00 pm** to:

Region 4 Planning and Development Council  
885 Broad Street, Suite 100  
Summersville, WV 26651

**Please forward on electronic copy via email to [asmarr@reg4wv.org](mailto:asmarr@reg4wv.org).**

Attention is directed to the fact that the proposed project may be undertaken with a combination of State and/or Federal funds and that all work will be performed in accordance with all applicable laws, rules and regulations.

The selected firm will be required to comply with the Title VI of the Civil Rights Acts of 1964, President's Executive Order No. 11246, Section 109 of the Housing and Urban Development Act of 1974, Section 3 of the House and Urban Development Act of 1968, Conflict of Interest Statement and Access to Records provisions. The selected firm must also fully comply with the Minority/Women-Owned Business Enterprise and Affirmative Action requirements. If a portion of the contract is subcontracted, then "positive efforts" must be made to subcontract to Minority/Women-Owned Businesses. This shall be done in compliance with the six (6) affirmative steps as outlined in 40 CFR 33.240.

Region 2 and Region 4 Planning and Development Councils will afford full opportunity to women-owned and minority business enterprises that submit a show of interest in response to this request and will not discriminate against any interested firm or individual on the grounds of race, creed, color, sex, age, handicap, or national origin in the award of this contract.

This contract will be awarded to the responsible offeror whose proposal is within the competitive range and determined to be the most advantageous to Region 4 Planning and Development Council, price and other factors considered.