

## **REQUEST FOR PROPOSALS**

Project Title: Park Improvements Project

Owner: Town of Carlisle, SC

The Town of Carlisle is soliciting proposals from qualified engineers to provide engineering services for the Park Improvements Project, which will include the preparation of plans and specifications, contract administration, construction observation, and communication and Town engagement. All submissions must be received no later than 1:00 p.m. on Thursday, April 2, 2026. The Request for Proposals in its entirety can be viewed by contacting Eleanor Mixon, contact information shown below.

Proposals should be sealed, clearly marked "Proposal for Carlisle Park Project," and mailed or delivered to:

Catawba Regional Council of Governments  
Attn: Eleanor Mixon  
215 Hampton Street, Suite 200  
P.O. Box 450  
Rock Hill, SC 29731

The Town of Carlisle will award a contract to the highest ranked, responsive and responsible offeror whose offer is determined to be the most advantageous to the Town.

This project will be funded in part by the South Carolina Department of Commerce, Business Incentives and Community Development, under the Community Development Block Grant Program (CDBG). It will be administered by Catawba Regional Council of Governments. Federal requirements will apply to the contract. CDBG Contract Special Provisions will be included as part of any contract resulting from this solicitation. The selected engineer and other firms associated with the engineer are required to be registered in the federal System for Award Management prior to award of the contract and are to maintain an active registration for the duration of the project.

The selected engineer must comply with Title VI of the Civil Rights Act of 1964. The Town of Carlisle encourages participation by Section 3 businesses.

Any questions regarding this RFP should be in writing and directed to:

Eleanor Mixon  
803.327.9041  
emixon@catawbacog.org

"EQUAL EMPLOYMENT OPPORTUNITY"

Date: March 11, 2026