

QUALIFICATIONS STATEMENT FROM INTERESTED PROFESSIONAL ENGINEERING, ARCHITECTURAL, AND SURVEYING FIRMS TO PROVIDE PROFESSIONAL SERVICES

The Village of Leipsic, Ohio requests qualification statements from any interested professional engineering, architectural, and surveying firms to provide professional design, construction administration or field survey services. The purpose is to pre-qualify firms in the following areas for possible Village contracts:

- Storm Water Improvements
- Sanitary Sewer Improvements
- Waterline Improvements
- Street Infrastructure Improvements
- Brownfield
- Environmental
- Architectural Improvements
- Wastewater / Water Treatment Plant Improvements
- Construction Administration and Inspection
- Field Survey Services
- Geotechnical and Soils Investigation
- Other

The Qualification Statements should include the following information:

1. **AN INDICATION OF WHICH AREA OR AREAS YOU ARE REQUESTING CONSIDERATION OF PRE-QUALIFICATION.**
2. A brief history of the firm. Please include information pertaining to major areas of expertise of the company.
3. Resumes for Key Personnel of the firm.
4. A list of clients and representative projects worked on in the last five (5) years per area seeking pre-qualification.
5. A list of other public authorities that have deemed the firm pre-qualified. Include a listing of ODOT pre-qualification areas.
6. A description of the firm's approach to managing workload, project scheduling, and deadline adherence. Include a list of available qualified personnel, equipment, and facilities to perform the services.
7. Provide any further information that may be helpful to the Village of Leipsic to determine the qualifications of your firm.

Please submit three (3) copies of qualification statement. Any statement that does not include all the requested information will not be deemed responsive. Please limit the qualifications statement to 75 pages and include an electronic version as well. The Village of Leipsic reserves the right to request additional or supplemental statements, as it deems necessary.

Professional design firms must annually submit an update of its statement to maintain or modify its qualification status with the Village. This request does not constitute a commitment on the part of the Village of Leipsic to award any contract to any pre-qualified firm.

Submit your Statements of Qualification to:
Justin Barnhart, Village Administrator
142 E. Main Street
Leipsic, Ohio 45856

Due by: **August 9, 2018 by 4PM.**

To Be Advertised: **July 11, 2018**