

Municipal Manager
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Ludlow, Vermont

A Better Place To Live, Work & Play

TOWN & VILLAGE OF LUDLOW, VT

NOTICE OF REQUEST FOR STATEMENTS OF QUALIFICATIONS FOR ENGINEERING SERVICES

The Town & Village of Ludlow is in the process of obtaining Statements of Qualifications from qualified engineering firms detailing the firm's qualifications, technical expertise, management and staffing capabilities, references, and related prior experience. Required professional services will include but are not limited to preliminary engineering services, design and specifications associated with the installation of free-standing, cost-effective bathroom(s) at the Ludlow Transfer Station located on Andover Street.

Procurement of said services will be in accordance with elements of the procurement process in 40 U.S.C. § 1101-1104. Qualified firms/candidates interested in being considered for this project must submit three (3) copies and an electronic copy of: (1) letter of interest; (2) statement of qualifications and experience of staff persons who will be involved with the project; (3) references; and (4) related prior experience. The Statement of Qualifications submittal shall be less than 20 pages, double sided. Submit the requested information to the Town & Village of Ludlow, Attn: Municipal Manager, Scott Murphy, P.O. Box 359, 37 Depot Street, Ludlow, VT 05149 no later than November 23, 2022 by 10:00 am in order to receive consideration.

The Town & Village of Ludlow shall evaluate the statements of qualifications and performance data and other material submitted by interested firms, and may select a minimum of three firms which, in their opinion, are best qualified to perform the desired services. Interviews may be conducted with each firm and would include discussions regarding anticipated concepts and proposed methods of approach. The Town & Village of Ludlow shall rank, in order of preference, the professional firms deemed to be the most highly qualified to provide the services required, and shall commence scope of services and price negotiations with the highest qualified professional firm for engineering services. Ludlow has a budgeted expense of \$5,000 for this project.

The Town & Village of Ludlow reserves the right to reject any or all proposals. This solicitation does not obligate the Town & Village of Ludlow to award a contract.

Please contact Municipal Manager, Scott Murphy at 802-228-2841 or tmanager@tds.net for further information.

RFQ – Due November 23, 2022

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