

REQUEST FOR QUALIFICATIONS

Public Notice is hereby given that the Kent County Department of Public Works will accept Statements of Qualifications from Electrical and Mechanical Engineering firms. **Interested firms shall submit four (4) copies of their submittals on or before 3:00 p.m., Thursday, August 17, 2017** to the Kent County Department of Public Works, Kent County Administrative Complex, 555 Bay Road, Dover, Delaware 19901. Envelopes shall be marked "RFQ: Electrical & Mechanical Engineering". Any submittals received after the stated time will be returned unopened.

Professional services will include, but are not limited to, electrical and mechanical engineering, wastewater process review and small project design associated with the County's Regional Resource Recovery Facility and pump stations. The authorized scope of work is subject to change and will depend upon the availability of sufficient funding.

Award of any contract will be based on competitive ranking. The County reserves the right to award a contract in the best interest of the County and may award to multiple firms or none. The resulting contract period is three (3) years with an option to renew for two (2) single year extensions.

The Statement of Qualifications shall be limited to 12 pages with cover and include:

- A. Reputation and expertise of the firm
- B. Expertise (for projects with wastewater facilities and pump stations)
- C. Organizational structure (personnel) established for the project including sub-consultants and previous experience (frequency) working with them
- D. Defined approach of the firm / team
- E. Location of office where work will be performed
- F. Demonstrated ability in previous projects
- G. Familiarity with Public Works projects and standards
- H. General unit rate schedule (hourly rate, mileage, etc.)

The RFQ SUBMITTAL REQUIREMENTS may be obtained by contacting Diana Golt by email at Diana.Golt@co.kent.de.us or by phone at (302) 744-2430.