



REQUEST FOR QUALIFICATIONS

TOWN OF WRIGHT

WRIGHT, WYOMING

The Town of Wright is soliciting qualifications and experience information for the selection of a Principal Consultant to provide Engineering Services for the Town of Wright.

The Town of Wright reserves the right to award all or a portion of the project list to one or more responding proposer(s), to waive irregularities and technicalities, to re-advertise, or to proceed to provide the services otherwise, in the best interest of the Town of Wright. The Town of Wright reserves the right to extend the proposal submittal date if needed. It is the responsibility of the proposer to be properly recorded as a proposer of record with the Town Administration for purposes of receiving clarifications, addenda or other pertinent information. All changes and/or clarifications will be distributed to all proposers of record in the form of addenda. A list of proposers and others who have been issued Request for Qualification documents will be made available upon request.

POTENTIAL TOWN PROJECTS

The Town of Wright is soliciting Statements of Qualifications and experience information for municipal projects at the Town of Wright, Wyoming. The projects may include, but are not limited to the following:

1. Solid Waste
2. Surveying
3. Platting
4. Planning
5. Mapping
6. Grading
7. Paving
8. Master Planning
9. Grant Applications and Administration assistance
10. Storm Drainage

PROPOSAL SUBMISSION

Proposers should submit five (5) total copies of their Statement of Qualifications. Proposals should include:

1. Professional qualifications, to be compared and analyzed for ability to perform satisfactory services as required. These qualifications should include:
 - a. General description of firm including company organization structure, company size and history, recent experience with comparable Town or other public projects, experience with local construction conditions, experience with Town projects and regulations.
 - b. Identification of key personnel in firm who will work with the design, field engineering, and other project roles for the project.
 - c. Evidence of general liability and professional liability insurance.
 - d. Standard Hourly Rate Sheet

All proposals must be received at the Town of Wright, 395 Lariat Way, Wright, Wyoming 82732, telephone (307-464-1666) **by 4:30 p.m. on Wednesday, April 22, 2015.**

Submittal must include the name, address, daytime telephone and facsimile numbers of contact individuals.

Interviews will be held with the finalists. Top firms will be notified of date and specific time, if selected for an interview with the Selection Committee.

The Town of Wright will review and evaluate each proposal to determine whether each Firm's qualifications are in accordance with the needs of the Town and the proposed projects outlined herein. The Town of Wright will deem proposals not including qualifications submitted in accordance with these documents to be non-responsive, and may reject all non-responsive proposals.

For more information contact Town of Wright at (307) 464-1666 or email brandi@wrightwyoming.com.