

# REQUEST FOR QUALIFICATIONS

Notice is hereby given that the City of West Linn, will receive Statements of Qualifications until **2:00 p.m. October 18, 2023**, in the Office of Public Works, Engineering Division, 22500 Salamo Road, West Linn, Oregon 97068 for the following:

## **2024 SAFE ROUTES TO SCHOOL ENGINEERING DESIGN SERVICES CITY OF WEST LINN, OREGON**

The City of West Linn is seeking Statements of Qualifications from experienced firms to provide professional design services for the City's 2024 Safe Routes to Schools Program. Design to be efficiently completed by December 31, 2023. The City is seeking to advertise for bids in early 2024 with construction completed by August 1, 2024. Selected consultant to prepare design and technical specifications documents for use during construction bid phase. City will oversee bid process, City Council award, and subsequent construction.

This request for qualifications shall be used to compile a list of interested and qualified firms who will be ranked in accordance with procedures as outlined in this document and the City's Local Contracting Rules. Qualified firm(s) selected will negotiate compensation requirements upon completion of the qualifications based selection of candidates. Do not include any price or cost considerations with your firm's Statement of Qualifications (SOQ).

Project details and SOQ submittal requirements may be viewed at no cost through the City of West Linn's website at <http://bids.westlinnoregon.gov/> or paper copies may be obtained through the City of West Linn Engineering Division at 22500 Salamo Road, West Linn, (503) 722-4739, at a cost of \$100 per set with advance notice. If you wish to receive any future addenda for this project, please login to the City's bid management website and add your company to the plan holders list. Questions may also be submitted through the website.

The City may reject any proposal not in compliance with all prescribed public bidding procedures and requirements and may reject for good cause any or all proposals upon determination by the City that it is in the public interest to do so. Proposers are required to certify non-discrimination in employment practices and identify resident status as defined in ORS 279A.120. All proposers are required to comply with the provisions of Oregon Revised Statutes and Local Contract Review Board Policy.

Statements of Qualifications must be received electronically via email to the Public Works Director/City Engineer, Erich Lais P.E., at [elais@westlinnoregon.gov](mailto:elais@westlinnoregon.gov) on or before 2:00 p.m. on October 18, 2023. No late responses, incomplete responses, hardcopy, or faxed materials will be accepted.