

## NOTICE OF REQUEST FOR ENGINEERING PROPOSAL

The City of Petersburg, Grant County, West Virginia, is in the process of obtaining engineering services to provide preliminary, design, construction, and inspection services for a sewer improvement project. Services will include (1) preparation of a preliminary engineering report (2) preparation of bidding and contracting documents, (3) participation in the evaluation of bids received, and (4) monitoring and inspection of construction activities to insure compliance with plans and specifications. Procurement of services shall be in accordance with Chapter 5G of the code of West Virginia. The City will award the contract on a fixed fee basis. All consultants interested in being considered for this project must submit a proposal detailing qualifications, technical expertise, management/staffing capabilities and related prior experience.

The aim of the competitive process is to objectively select the firm who will provide the highest quality of service at a realistic fee. Accordingly technical qualifications and experience will be weighed heavily. Selected respondents will be interviewed and the firm judged most qualified will be asked to prepare a final proposal, which would include fees for said services.

Please submit all requested information to Angie Curl, Region 8 PDC, P.O. Box 849, Petersburg, West Virginia 26847, (304) 257-2448 no later than 4:00 p.m. on November 4, 2011. Interested firms are urged view the suggested proposal format at [www.regioneight.org](http://www.regioneight.org).

Attention is directed to the fact that the City hopes to undertake the project with federal and/or state funds. The selected firm will be required to comply with Title VI of the Civil Rights Act of 1964, Executive Order 11246, Section 109 of the Housing and Urban Development Act of 1974, Section 3 of the Housing and Urban Development Act of 1968, Conflict of Interest Statement, and Access to records provisions and all other requirements established by the State of West Virginia.

The City will afford full opportunity for minority/disadvantaged business enterprises to submit a show of interest in response to this invitation and will not discriminate against any interested firm or individual on the grounds of race, creed, color, sex, age, handicap or national origin in the contract award.