



**SOLICITATION FOR REQUEST  
FOR QUALIFICATIONS (RFQ'S)  
FAIR & OPEN PROCESS**

**Date:** 7/14/15      **Department** Business Administration

1. Service (detailed description): Environmental Consulting Services

2. Estimated amount for this project: \$ Price quotes services for as needed basis

3. AMOUNT BUDGETED FOR THIS RFP: \$ \_\_\_\_\_

4. BUDGETED ITEM:    YES                       NO   
*(If no, is it an ordinance authorized material, service or supply?)*

YES                       NO                       ORDINANCE NO.: \_\_\_\_\_

(B) Please identify the page number and line item appropriation sub-account:

Budget Page No. \_\_\_\_\_ Account No. \_\_\_\_\_

5. Check here if:

Federal Funds                       State Funds

UEZ Funds                       Davis Bacon Requirements

*(If any of the above are checked, the project must be monitored by the department for compliance with prevailing wage rate policy and procedures.)*

6. Date you want to receive proposals by: August 25, 2015

7. Special conditions or instructions: Use the same request as in 2012/2013

Attachments:

- Technical Requirements
- List of vendors

Send copies to:  
Purchasing Division  
Business Administration

Approving pre-qualified consultants for Architectural/Engineering and Environmental Services for 2015 and 2016, pursuant to a Request for Qualification process.

Pursuant to this process, whenever the need arose for one of these services, a Request for Quotation could be issued to the prequalified consultants, and an award of contract submitted for governing body approval following the quote process