

FROM THE DESK OF MIGUEL A. MERCADO




May 8, 2017

MEMORANDUM TO BUSINESS ADMINISTRATION:

Please authorize to advertise the following Request for Proposals at the Council meeting of Tuesday, May 23, 2017 to be received by the Purchasing Agent:

- Professional Design Services for Resurfacing of Landis Avenue (Phase 5) – Orchard Road to Mill Road (Length = 0.48 Miles)

Sincerely,


Miguel A. Mercado, QPA
Purchasing Agent



**SOLICITATION FOR REQUEST
FOR PROPOSALS (RFP'S)
FAIR & OPEN PROCESS**

Date: 5/4/17 **Department** _____ **PW ; City Engineer**

1. Service (detailed description): Profl Design Services Landis Ave Phase 5
2. Estimated amount for this project: \$ \$120,000
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.: 16-38

(B) Please identify the page number and line item appropriation sub-account:
Budget Page No. _____ Account No. 021-0-00-00-0000-5518615

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: June 27, 2017
7. Special conditions or instructions: Technical and Cost proposals will come in separate, sealed envelopes. DO NOT OPEN COST PROPOSALS.

Attachments:

- Technical Requirements
- List of vendors

Send copies to:
Purchasing Division
Business Administration