

January 21, 2022
TOWN OF WOLFEBORO
NEW HAMPSHIRE
Request for Qualifications

Stormwater/Complete Street Engineering Services

GENERAL

The Town of Wolfeboro, New Hampshire, Public Works Department request the submission of Statement of Qualifications from engineering firms to provide professional services for projects that will be funded by NHDES (SRF & ARPA) and possibly by NHDOT in the future. Engineering services to cover:

- 1- Stormwater Engineering
- 2- Complete Street Design with emphasis on Green infrastructure
- 3- Construction Engineering; Resident Engineering services

STATEMENT OF QUALIFICATION

Five (5) copies of the Statement of Qualifications are to be provided. Information describing the roles and qualifications of key members of your firm that will be involved with the various projects including the proposed main **client contact person** and a proposed organization chart. A statement on why your firm would be a **good fit for Wolfeboro** and a brief discussion on the **firm's approach** to planning, designing and implementing Stormwater and Complete Street projects. Description of scheduling, budgeting, cost and quality control **procedures**. A minimum of five client **references** for projects completed within the past five years. Provide one **example** of a recent Stormwater Project and or a Complete Street project drawing set.

NOTE: There is no limit on the number of pages you can submit in the Qualification Package, however, concise statements are preferred, bullets and outlines are better. Your goal should be to use the least amount of pages to show Wolfeboro your **company's qualifications** to perform required task and to see if you are a good fit for Wolfeboro.

Hard copies of the Statement of Qualifications are to be submitted to:

Mr. David Ford, P.E. – Public Works Director
Wolfeboro Public Works Department,
84 South Main Street, P.O. Box 629,
Wolfeboro, New Hampshire, 03894

Qualifications Statements are due by 2 PM on February 24, 2022.

Any questions pertaining to this request for qualifications may be directed to David Ford, P.E. pwdirector@wolfeboronh.us Preferred contact via e-mail or (603)-569-8176. Wolfeboro Town staff will review the qualification statements of each firm and plan on selecting up to 3 companies to interview.