



**CITY OF EAST PROVIDENCE  
DEPARTMENT OF PUBLIC WORKS-ENGINEERING DIVISION  
REQUEST FOR QUALIFICATIONS  
RFQ EP23/24-20 ENGINEERING SERVICES TO CONDUCT CITYWIDE STORMWATER  
HYDRAULIC ANALYSIS  
BID OPENING TUESDAY, APRIL 30, 2024 AT 11:00AM.**

**BID FORM**

Four (4) written qualifications statements from engineering firms shall be submitted to the Office of the Purchasing Dept., City Hall, Room 103, 145 Taunton Avenue, East Providence, RI 02914 by 11:00AM on Tuesday, April 30, 2024. Proposals shall contain the following as a minimum.

- A. Detailed proposal of the respondent's approach and methodology to institute the project as outlined within this Request for Qualifications.
- B. The respondent shall provide a detailed schedule for each task proposed in order to satisfy each element of the project. The scheduling shall allow for City staff review at distinct intervals. An initial meeting between staff and the chosen consultant upon award of the contract and regular project status meetings during the contract period is anticipated. Consultant must prepare the schedule in the timeframe for completion as required by the City.
- C. A description of the background and experience of the designated project manager and other personnel who will actually be assigned to this project; as well as a detailed description of the function of each designated participant and their projected individual time commitments with specific hours and rates.
- D. References, especially for similar projects, and any other information the Consultant deems pertinent are to be included.

BIDDING FIRM: \_\_\_\_\_

NUMBER & STREET: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

PHONE NO: (\_\_\_\_) \_\_\_\_\_ FAX NO: (\_\_\_\_) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_