



**CITY OF EAST PROVIDENCE
DEPARTMENT OF PUBLIC WORKS-ENGINEERING DIVISION
REQUEST FOR QUALIFICATIONS
RFQ EP24/25-08
CITYWIDE SANITARY SEWER EVALUATION STUDY (SSES) PROGRAM
BID OPENING THURSDAY, FEBRUARY 20, 2025, AT 11:00AM.**

BID FORM

One (1) original, two (2) copies, and 1 Thumb Drive of the qualification package shall be submitted in one (1) sealed envelope to East Providence City Hall, Controllers Office, Room 103, Attn: Jessica Lamprey, Procurement Specialist, 145 Taunton Ave., East Providence, RI 02914 no later than **THURSDAY, FEBRUARY 20, 2025, AT 11:00AM**. 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 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 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: _____

PHONE NO: (____) _____ FAX NO: (____) _____

EMAIL ADDRESS: _____

SIGNATURE: _____ DATE: _____

PRINT NAME: _____ TITLE: _____