

**PUBLIC NOTICE
OF
REQUEST FOR QUALIFICATIONS**

The Fairfield County Board of Commissioners is requesting Statements of Qualifications and Proposals from qualified consulting firms, organizations, or individuals for the purpose of providing environmental review services for the County's CDBG Program. The Board of Commissioners wishes to procure environmental review services for Program Year 2017. The anticipated grant amount is \$216,500. The Environmental Review process must be completed in accordance with the requirements of the CDBG Program with a Release of Funds being submitted to the Ohio Office of Community Development. The projects to be completed with this funding are as follows:

FY 2017 CDBG PROGRAM

The FY 2017 Fairfield County Community Development Block Grant (CDBG) Program will consist of the following activities:

CRITICAL INFRASTRUCTURE PROGRAM:

1) BALTIMORE WATER STREET BRIDGE REPAIR & WATERLINE RELOCATION	\$196,500
2) ADMINISTRATION	<u>\$ 20,000*</u>
	\$216,500

* The environmental review services will be paid from this line item.

REQUEST FOR QUALIFICATIONS AND PROPOSALS

If you are interested in performing the environmental review services for the Fairfield County CDBG Program for Program Year 2017, as specified above, please provide five (5) copies of the following:

1. A description of the firm, including number of years in existence and number of years the firm has been actively providing CDBG environmental services to clients.
2. A list of clients with appropriate contact persons, including addresses and telephone numbers.
3. A description of your firm's and assigned staff persons' training and experience in providing CDBG environmental review services and similar assistance to communities and counties.
4. Resume of the principal(s) of the firm and those persons who would be performing the specified services.
5. Proposal for completing the environmental review services for the CDBG Program for FY 2017.
6. Consultant fee information, including hourly rate schedule and/or general fee schedule for the FY 2017 CDBG program environmental review services.

SELECTION

Selection will be based upon the respondent receiving the highest total score in an evaluation process based upon a Fairfield County FY 2017 CDBG RATING TOOL.

Please return statement of Qualification and Proposal to:

Fairfield County Commissioners
Attn: Staci Knisley
210 East Main Street, Room 301
Lancaster, OH 43130

ALL RESPONSES MUST BE RECEIVED BY 4 P.M. MONDAY, NOVEMBER 27TH