



Town of Altavista

Request for Qualifications/Proposals ANNUAL TERM CONTRACTS FOR PROFESSIONAL ENGINEERING AND RELATED SERVICES

The Town of Altavista will receive sealed proposals until April 9, 2019 at 2:00 p.m., local time, from firms seeking to enter into an annual contract to provide professional engineering services. Proposals will be received at the Altavista Town Hall, P.O. Box 420, Altavista, Virginia 24517 and should be clearly marked RFQ/P-Engineering Services. (Packages sent by UPS, FedEx or hand delivered should be addressed to "510 Seventh Street" in lieu of the Post Office box.) Pursuant to the requirements of the Virginia Public Procurement Act, fees paid for professional services under such contract shall not exceed \$500,000. The initial one-year contract may be extended annually for up to four additional years at the Town's sole option. In its sole discretion the Town may elect to award such contracts to more than one of the firms submitting proposals. A copy of instructions for proposal submission and more detailed contract requirements and conditions for such contract is located on the Town's website www.AltavistaVa.gov. Additional information requests or questions should be directed to J. Waverly Coggsdale, III, Town Manager by email addressed to jwcoggsdale@altavistava.gov or by telephone at (434) 369-5001. The Town of Altavista encourages all businesses, including minority and women owned businesses to respond to all Invitations to Bid and Request for Proposals. All responsible firms are encouraged to submit proposals.