



# City of Kingman

310 NORTH FOURTH STREET • KINGMAN • ARIZONA • 86401 • (928)753-5561  
www.cityofkingman.gov

## CITY OF KINGMAN

### **NOTICE OF REQUEST FOR QUALIFICATIONS** **BEALE STREETScape PROJECT** **DESIGN CONCEPT REPORT** **& FINAL DESIGN**

**Project Description:** The City of Kingman (City) is seeking a qualified consulting firm or team to provide a Design Concept Report and Final Design for a streetscape project on Beale Street from First Street to Fifth Street. All qualified firms are invited to submit their Statement of Qualifications (SOQ). All SOQ's must comply with the requirements specified in this Request for Qualifications (RFQ).

There is not an expressed or implied obligation for the City of Kingman to reimburse responding firms for any expenses incurred in preparing proposals in response to this request.

Firms interested in the above project should submit a SOQ clearly identifying this project on the cover of the SOQ which includes a one-page cover letter plus a maximum length of twelve pages to address the SOQ criteria (excluding resumes but including organization chart). Resumes for each key team member shall be limited to a maximum length of two pages and should be attached as an appendix to the SOQ. Please provide an original plus Six (6) copies (total of seven) of the SOQ by 12:00 noon on Thursday, November 21, 2019. In addition to the hard copies, submittals should include a thumb drive with PDF files of the SOQ.

The City of Kingman will accept sealed SOQ's at the office of the City Clerk at 310 North Fourth Street, Kingman, AZ 86401, until 12:00 PM Local Time on November 21, 2019 (Thursday). SOQ's will be opened at that time. Any proposal received after 12:00 P.M. on the above stated date will be returned unopened.

The full and complete request for qualifications may be obtained from the City of Kingman Public Works Department, 3700 E. Andy Devine Avenue Kingman, AZ 86409 or downloaded from the City of Kingman website. Contact Burley Hambrick, Project Manager (928) 692-3117, or email [bhambrick@cityofkingman.gov](mailto:bhambrick@cityofkingman.gov).

The following tentative schedule has been prepared for this project:

Pre-submittal Meeting	<u>November 7, 2019</u>
SOQ submittal date	<u>November 21, 2019</u>
Firms notified of selection	<u>December 2019</u>

The City of Kingman reserves the right to reject any or all SOQs, to waive any informality or irregularity in any SOQ received, and to be the sole judge of the merits of the respective SOQs received.



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The City of Kingman reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposal, unless clearly and specifically noted in the proposal submitted, and confirmed in the contract between the City of Kingman and the firm selected.

**The City reserves the right to reject any and all bids.**