

## PART I – LEGAL NOTICE

The City of Conway is seeking annual statements of qualifications and performance data from prospective consulting firms to provide engineering and support services for public projects pursuant to State of Arkansas Procurement Laws and Rules, Subchapter 8, Procurement of Professional Services, paragraph R1:19-11-802.

Firms shall identify in their response to this Request for Qualifications, the Technical Areas listed below for which they want to be considered. During the selection process, each firm will be evaluated and ranked as to their qualifications to provide the services for each area of interest. Multiple firms may be selected for projects and services under each of the Technical Areas.

### Technical Areas of Interest:

- Engineering
  - General Civil Engineering
  - Geotechnical Engineering
  - Hydraulics/Hydrology
  - Structural Engineering
  - Construction Inspection and Quality Assurance
- Pavement Management
- Landscape Architecture
- Surveying
- Airport Engineering and Support services
- Appraisals

NOTE: Firms **shall not** provide a fee schedule.

Only those firms or individuals submitting completed proposal packages will be considered. Submittals are due by 3:00 p.m. local time Tuesday, February 20, 2024.

Interest parties must register for and submit proposals online at [Arkansas.ionwave.net](https://arkansas.ionwave.net). Paper submittals will be accepted, however online submittals are preferred. Paper submittals must be sealed, clearly labeled “ATTN: Jamie Brice, 2024.2003” and received at City of Conway, 1111 Main Street, Conway AR 72032 on or before the deadline.

The firm name of all submittals will be read aloud publicly at Conway City Hall, 1111 Main Street, Conway AR 72032.

The City of Conway supports equal opportunity, therefore DBE/MBE/WBE owned business enterprises are encouraged to participate. Hired firms shall not discriminate based on race, sex, color, age, national origin, religion or disability.

Only those firms or individuals submitting letters of interest and completed proposal packages which best meet the needs of the City of Conway will be considered, regardless of past contracts with the City of Conway. The City of Conway is not responsible for lost or misguided solicitations. The City of Conway reserves the right to waive irregularities, reject bids, and postpone the award of any contract.

Dated this **February 4, 2024**

CITY OF CONWAY, ARKANSAS BY: Kurt Jones, P.E., City Engineer