

## NOTICE OF REQUEST FOR ENGINEERING PROPOSAL

The Pendleton County Economic & Community Development Authority, Pendleton County, West Virginia, is in the process of obtaining engineering services to develop, design, and provide construction administration and resident project representation for facility updates to the Pendleton Business Center. These updates will include the building and all **onsite** water and wastewater infrastructure.

Professional services will include (1) preparation of bidding and contracting documents, (2) participation in the evaluation of bids received, and (3) monitoring and inspection of construction activities to ensure compliance with plans and specifications. Procurement of said services shall be in accordance with Chapter 5G of the Code of West Virginia. Contracts are to be awarded on a fixed fee basis. All consultants interested in being considered for this project must submit a proposal detailing qualifications, technical expertise, management/staffing capabilities and related prior experience.

The aid of the competitive process is to objectively select the firm who will provide the highest quality of service at a realistic fee. Accordingly, technical qualifications and experience will be weighed heavily. Selected respondents will be interviewed, and the firm judged most qualified will be asked to prepare a final proposal which would include fees for said services.

Please submit all requested information no later than 4:00 p.m., Thursday, October 24, 2021, to Angie Curl, Region 8 Planning and Development Council, 131 Providence Lane, Petersburg, West Virginia 26847. Interested firms should contact the Region 8 PDC at [www.regioneight.org/projectopportunities](http://www.regioneight.org/projectopportunities), for a copy of the proposal format.

Attention is directed to the fact that the Development Authority will undertake the project with State and Federal funds. The selected firm will be required to comply with Title VI of the Civil Rights Act of 1964, Executive Order 11246, Section 109 of the Housing and Urban Development Act of 1974, Section 3 of the Housing and Urban Development Act of 1968, Conflict of Interest Statement and Access to records provisions and all other requirements as related to federally funded projects.

The Authority will afford full opportunity for minority/disadvantaged business enterprises to submit a show of interest in response to this invitation and will not discriminate against any interested firm or individual on the grounds of race, creed, color, sex, age, handicap, or national origin in the contract award.

Kristin Dingess, Chair

