



**Randy Evans, Mayor**  
Mayor's Office 740/286-2201  
David Swackhammer, Service Director  
145 Broadway Street, Jackson OH 45640  
[www.jacksonohio.us](http://www.jacksonohio.us)

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## **Request for Qualifications (RFQ)**

### **Professional Consultant Services**

The City of Jackson is requesting Statement of Qualifications (SOQ's) for professional design/ consulting services to identify the most qualified firms to provide professional services for upcoming projects. SOQ's are due by 3:00 PM on September 23rd, 2024.

#### **PROJECT SCOPE:**

The City of Jackson will use consultants to perform various planning and design tasks based on our project needs which may include the following:

- Feasibility Studies
- Capacity Analysis
- Roadway and Transportation
- Parks and Trails
- Water/ Wastewater Distribution and Collection System
- Water/ Wastewater Treatment
- General Infrastructure
- Dams
- Floodplain/ Wetlands

#### **EVALUATION CRITERIA:**

The City of Jackson will evaluate the statement of qualifications based on the following criteria:

- Relevance of previous experience
- Prior experience with the City of Jackson
- Experience of project personnel to be directly responsible for project management
- Capacity of the firm to complete assignments and manage complex projects
- Consultants interest and proximity to the City of Jackson

#### **SUBMISSION OF QUALIFICATIONS:**

The City will accept three (3) copies of the Statement of Qualifications from interested firms at the office of the Service Director, 145 Broadway Street Jackson, OH 45640. Submittals will be received until 3:00 PM September 23rd, 2024 in a sealed envelope and marked "**General Qualifications – SOQ**". The Qualifications will be reviewed and interviews scheduled as needed.

Interested firms may contact David Swackhammer at 740-286-2201 or by email at [projects@jacksonohio.us](mailto:projects@jacksonohio.us).