



## CITY OF ALBANY, OREGON REQUEST FOR QUALIFICATIONS

### Consultant Services MS-20-01, ADA Self-Evaluation and Transition Plan for Accessibility in the Public Right-of-Way

**Qualification Statements Due: 2:00 p.m., (Pacific Time), Tuesday, June 2, 2020**

The City of Albany (City), Oregon, is requesting Statements of Qualifications (SOQ) from qualified firms or individuals (Consultant) with established experience in the development and implementation of a Self-Evaluation and Transition Plan for Accessibility in the Public Right-of-Way (ROW) that fully complies with the requirements of the Americans with Disabilities Act (ADA). To be considered, interested Consultants must submit their qualifications in accordance with the requirements set forth in the Request for Qualifications (RFQ).

The RFQ is the initial step in the selection process to obtain professional consultant services for the development of an ADA Transition Plan. The responses will be reviewed, scored, and ranked according to the criteria defined in the RFQ. Selected Consultants will be invited to respond to a Request for Proposals (RFP), which is the next step in the selection process. Distribution of the RFP will be limited to those consultants identified on the short list, selected as part of the Competitive Range during the evaluation of the SOQs in accordance with OAR 137-048-0220(3).

Consultants responding to this RFQ do so solely at their expense, and the City is not responsible for any Consultant expenses associated with the RFQ. The Request for Qualifications can be downloaded from the City of Albany website at <http://cityofalbany.net/finance/purchasing/bids>. In response to the COVID-19 virus, printed copies will not be provided.

It is imperative that those who download the solicitation documents check the website regularly for addenda, clarifications, and other notifications that may be pertinent. In addition, all respondents known by the City of Albany will receive email notification when additional items are posted to the website. Please call the Public Works – Engineering Division at 541-917-7676 to be added to the interested respondent's list. For questions or clarifications regarding the technical aspects of this RFQ, contact Staci Belcastro, P.E., at [staci.belcastro@cityofalbany.net](mailto:staci.belcastro@cityofalbany.net). For procurement related questions, contact Diane Murzynski, at [diane.murzynski@cityofalbany.net](mailto:diane.murzynski@cityofalbany.net).

SOQs shall be submitted to the following email [procurement@cityofalbany.net](mailto:procurement@cityofalbany.net), **not later than 2:00 p.m., (Pacific Time), Tuesday, June 2, 2020**. SOQs will be considered time-stamped and received by the City when received in the procurement email inbox. The email subject line shall include the project number and name as follows: "MS-20-01, ADA Self-Evaluation and Transition Plan for Accessibility in the Public Right-of-Way."

The City may reject any SOQ not in compliance with all prescribed solicitation procedures and requirements and other applicable law and may reject any or all SOQ in whole or in part when the cancellation or rejection is in the best interest of the City and at no cost to the City.

DATED THIS 11TH DAY OF MAY, 2020.

A handwritten signature in cursive script that reads "Diane M. Murzynski".

Diane M. Murzynski, CPPO, CPPB

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Albany Democrat-Herald, Monday, May 11, 2020