



City of Cottonwood, Arizona

NOTICE OF FORMAL SOLICITATION

SOLICITATION TYPE:

SERVICES SOUGHT:

SOLICITATION INVITATION NO.:

RESPONSE DUE DATE AND TIME:

LOCATION:

REQUEST FOR QUALIFICATIONS

Mingus Avenue Design Services from 10th St. to Main St.

2016-PW-07

February 29th at 3:00 pm local Arizona time

City of Cottonwood

Administrative Services Department

Purchasing Division

816 N. Main Street

Cottonwood, Arizona 86236

The City of Cottonwood is inviting professional consultants or engineering firms capable of performing design services for the City of Cottonwood Mingus Avenue project (from 10th Street to Main Street) to submit Statement of Qualifications in response to this solicitation.

Solicitation documents are available by email by contacting Jeff Cook, Purchasing Agent at jcook@cottonwoodaz.gov, (928) 340-2714 or hard copies can be picked up at the City of Cottonwood, Administrative Services Department located at 816 N Main Street, Cottonwood, AZ 86326. Documents can also be obtained through the Public Purchase website at www.publicpurchase.com.

Responses to this solicitation will be received by the Purchasing Division, City of Cottonwood, 816 N. Main Street, Cottonwood, Arizona 86236, until the time and date cited above. Responses received by the correct time and date will be opened publicly at the Purchasing Division Office.

Responses must be in the actual possession of the Purchasing Division Office and stamped by a member of the Administrative Services staff on or prior to the exact time and date indicated above. Late responses or unsigned responses **will not** be considered under any circumstances.

Responses must be submitted in a sealed envelope with the solicitation invitation number and the Applicant's name and address clearly indicated on the envelope. All responses must be completed in ink or typewritten. Additional instructions for preparing your responses are provided on the following pages.

Publish Date: Verde Independent – Sunday January 31st, 2016 and Sunday February 7th, 2016

PUBLISHERS AFFIDAVIT REQUIRED