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## City of Parksville Issues Request for Statements of Qualifications

Council of the City of Parksville recently approved a mass production approach to soliciting Statements of Qualifications (SOQs) from consulting firms to facilitate the implementation of the City's capital works program and to support a variety of other municipal services and initiatives. This new process is expected to significantly streamline, yet still allow the former practice of requesting proposals from consultants on a project-by-project basis.

The City is now requesting new SOQs from qualified consultants to provide architectural, engineering, planning, financial, public relations, environmental, and various other professional services, for the term September 1, 2011 through December 31, 2013. Potential service areas include:

- Architecture
- Building code plan check and inspection services
- Civil engineering
- Community planning
- Communications, public relations and special events
- Construction management and inspection services
- Economic development and strategic planning
- Electrical and mechanical engineering
- Health, safety and emergency management services
- Environmental services
- Financial services
- Geotechnical engineering and materials testing
- Landscape architecture
- Software program selection, implementation, application development and support
- Structural engineering
- Surveying and right-of-way engineering
- Traffic engineering
- Water resources

When capital works projects and other municipal initiatives become funded during this term, SOQs submitted in accordance with the request may be evaluated by committee to short-list and select the best qualified consultant to provide services to the City, depending on the size and/or technical complexity of the project or initiative, funding availability, schedule constraints, and the type of services required. Upon selection of the best qualified firm for a given project, the parties will meet to develop a professional services agreement, including terms of reference, schedule, and fees to mutual satisfaction.

Potential service areas, all instructions and forms necessary for interested firms to respond to the Request for Statement of Qualifications are available on the City's website at <http://parksville.ca/cms.asp?wpID=379> or in person from the Department of Engineering and Operations located at 1116 Herring Gull Way, Parksville. Firms interested in providing one or more of the services must complete a separate SOQ submittal for each service area. Deadline for submission is 3 pm, Friday, August 12, 2011. Questions regarding this solicitation should be directed to Roxey Edwards, Administrative Assistant III (phone 250 248-5412, fax 250 248-6140 or [redwards@parksville.ca](mailto:redwards@parksville.ca)).

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