

Town of Friday Harbor

PO Box 219 / Friday Harbor / WA / 98250

(360) 378-2810 / fax (360) 378-5339 / www.fridayharbor.org

ARCHITECTURAL, ENGINEERING, ARCHITECTURAL LANDSCAPING AND CONSULTING SERVICES APPLICATION

Thank you for the interest expressed by your firm to be included on the Town of Friday Harbor list for Architectural, Engineering and Architectural Landscaping and Consulting Services. **Return to the Town of Friday Harbor, Town Administrator, 60 Second Street, PO Box 219, Friday Harbor, WA 98250.** Incomplete applications will not be processed. The Town of Friday Harbor is an equal opportunity employer. Town of Friday Harbor projects require that prevailing wages to be paid.

APPLICANT INFORMATION		
Company Name:		Owner's Full Name:
Authorized Agent(s):		Title(s):
Mailing Address:		
Physical Address:		
Phone No.:	Fax No.:	Email Address:
Type of Ownership: <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Proprietorship <input type="checkbox"/> Other		Length of time in business:
Federal Tax ID No.:	Washington State Tax ID No.:	Friday Harbor Business Lic. No.:
(General) License No.:	Minority or Women Owned Business: <input type="checkbox"/> MBE <input type="checkbox"/> WBE	Other Certifications:
INSURANCE INFORMATION		
Insurance Carrier:		Contact Person:
Address:		Phone No.:
Policy No.:	Policy Expiration Date:	Error/Omission Insurance Amount:
REFERENCES		
<i>Please provide the names and addresses of at least two (2) clients for whom you have performed contract work during the past year. Municipal references are preferred.</i>		
Client:		Contact Person:
Mailing Address:		Phone No.:
Client:		Contact Person:
Mailing Address:		Phone No.:

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STATEMENT OF QUALIFICATIONS

Refer to Section 3C of the Request for Qualifications packet. To determine qualification of firms offering to provide services to the Town, please attach your statement of qualifications in addition to completion of this form. Municipal references are preferred. Information provided will be kept in confidence unless a matter of public record. Firms on the Architectural, Engineering and Architectural Landscaping and Consulting Services List shall attach proof of ability to provide the following to the Application: 1.) List of references of similar projects performed by firm in the past two (2) years or longer; 2.) Proof of appropriate licenses and certifications, including but not limited to Town business licenses, minority or women owned business certificates, Washington State license, etc.; 3.) Statement that firm has no previous record of default in the performance of, or failed to complete, a written public contract, or has not been convicted of a crime arising from a previous public contract; 4.) Insurance, naming the Town as an additional insured, prior to performance of any contract; and 5.) A Performance Bond, if required, prior to performance of any contract.

SCOPE OF WORK

The firms who respond to the RFQ shall be placed on the Town's Architect, Engineer & Consulting List. The Town may select firms from this list and from firms responding to published requirements, if any, and enter into negotiations for contract covering all areas of architect and engineering services including the following: (Check all that apply.)

- | | | |
|---|--|---|
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Fire Plan Review | <input type="checkbox"/> Project Management & Services |
| <input type="checkbox"/> Building Inspection Support/Expertise | <input type="checkbox"/> Geotechnical Engineering | <input type="checkbox"/> Real Estate Appraisal & Negotiating |
| <input type="checkbox"/> Civil Engineering/Streets & Storm Drainage | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> SEPA / EIS Analysis |
| <input type="checkbox"/> Comprehensive Planning | <input type="checkbox"/> Historic Resource Analysis & Preservation | <input type="checkbox"/> Solid Waste & Recycling Services |
| <input type="checkbox"/> Construction Management | <input type="checkbox"/> Hydro-geologist | <input type="checkbox"/> Structural Engineering |
| <input type="checkbox"/> Consulting/Professional Services | <input type="checkbox"/> Landscape Architecture & Park Design | <input type="checkbox"/> Surveying, Mapping & Photogrammetry |
| <input type="checkbox"/> Drafting Services | <input type="checkbox"/> Materials Testing | <input type="checkbox"/> Traffic & Transportation Engineering |
| <input type="checkbox"/> Electrical Engineering | <input type="checkbox"/> Mechanical Engineering | <input type="checkbox"/> Traffic Signal Analysis & Design |
| <input type="checkbox"/> Environmental Services | <input type="checkbox"/> Natural Systems Studies & Analysis | <input type="checkbox"/> Urban Design and Planning |
| <input type="checkbox"/> Environmental Site Assessment (ESA's) | <input type="checkbox"/> Pavement Analysis | <input type="checkbox"/> Wetland Analysis |

Other (Specify):

Project size for which to be considered:

- Any amount
 \$0 - \$7,500
 \$7,500 - \$15,000
 \$15,000 - \$30,000
 \$30,000+

STATEMENT OF CERTIFICATION

By my signature below, duly serving as authorized agent for the firm first indicated herein, do hereby certify that the information contained in this application is true and accurate to the best of my knowledge and that there has been no willful intent to misrepresent any fact or circumstance regarding the status of said firm or its ability to perform the work indicated herein or contracts which may result by submittal of this application.

Name and Title of Preparer (Print):

Signature: