

**NOTICE AND REQUEST FOR QUALIFICATIONS
FOR
ARCHITECTURAL & ENGINEERING SERVICES
FOR THE DESIGN OF A NEW UTILITY OPERATIONS BUILDING**

The City of Tolleson (the “City”) is issuing this Request for Qualifications (this “RFQ”) seeking statements of qualifications (“SOQs”) from qualified firms or teams (“Vendors”) interested in providing professional architectural and engineering (A&E) services for the design and preparation of plans, specifications and cost estimates for a new Utility Operations Building.

You may download this Request for Qualifications (RFQ) and related form contract from the City of Tolleson website. Go to www.tolleson.az.gov. Click on Doing Business in Tolleson, select Bid Opportunities – Construction/Design Projects from the drop-down menu, then click the New Utility Operations Building RFQ link to access the RFQ documents. **IMPORTANT:** You must register with the City of Tolleson to become a Request for Statement of Qualifications holder of record. If you download the RFQ without registering, there will be no record that you are interested in this solicitation and you will not be sent any addendums to this RFQ.

The Statement of Qualifications (SOQ) **must be received electronically via the City of Tolleson’s drop box folder by contacting bidquestions@tolleson.az.gov for a drop box link at least two calendar days prior to submittal deadline. All submittals must be fully uploaded no later than 10:00 a.m. (local time, Phoenix, AZ), October 3, 2023. LATE STATEMENTS OF QUALIFICATIONS WILL NOT BE ACCEPTED.**

DIRECT CONTACT WITH SELECTION COMMITTEE MEMBERS OR ANY CITY EMPLOYEE CONCERNING THIS RFQ AT ANY TIME IS STRICTLY PROHIBITED.

If you have any questions about obtaining the RFQ or to register as an RFQ holder of record, please contact bidquestions@tolleson.az.gov.

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