ADDENDUM #1 TO THE REQUEST FOR STATEMENT OF QUALIFICATIONS (SOQ)
PROFESSIONAL DESIGN/CONSULTATION/INSPECTION SERVICES
CITY OF GROVE CITY, OHIO (2012)

PART ONE: GENERAL

This addendum covers changes to the Contract Documents. Each Proposer shall include these items to the extent they affect his or her Proposal. These items modify only the portion of the Documents specifically noted.

PART TWO: MODIFICATIONS

All Proposals must be sumbitted on the "Consultant Qualification Statement" form included with this Addendum.

END OF SECTION

Addendum Approved by: _____ Date: ___/____/2012

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CONSULTANT QUALIFICATION STATEMENT

Consultant:

_____

Date Submitted:_____

Project: PROFESSIONAL DESIGN/CONSULTATION/INSPECTION SERVICES FOR GROVE CITY, OHIO

The foregoing Consultant submits this Statement of Qualifications to the City of Grove City, Ohio as its proposal for the above named Project and represents that the information contained herein is complete and accurate to the best of the Consultant's knowledge. Grove City reserves the right to reject any, part of any, or all proposals and to waive any informalities and irregularities in selecting qualified proposers. The Consultant expressly acknowledges this right of Grove City to reject any or all proposals or to reject any incomplete or irregular proposal. Consultant must furnish all information requested on this Statement of Qualifications. Failure to do so may result in disqualification of the proposal. Grove City may consider the information submitted on this form in determining whether the Consultant is qualified to perform work for the City, giving such weight to each item as Grove City deems appropriate. Grove City may conduct such investigations as are deemed necessary to establish the qualifications and ability of the Consultant and its Subconsultants and suppliers.

The Consultant authorizes Grove City and its representatives to contact the owners, design professionals, and others having knowledge (collectively "Contacts") on projects on which the Consultant has worked—whether listed on this form or not—and authorizes and requests such Contacts to provide Grove City with a candid evaluation of the Consultant's performance. By submitting its proposal, the Consultant agrees that if it or any person, directly or indirectly, on its behalf or for its benefit brings an action against any of such Contacts or the employees of any of them as a result of or related to such candid evaluation, the Consultant will indemnify and hold such Contacts and the employees of any of them from any claims whether or not proven that are part of or are related to such action and from all legal fees and expenses incurred by any of them arising out of or related to such legal action. This obligation is expressly intended for the benefit of such Contacts and the employees of each of them. By submitting this form, Consultant agrees that Grove City's determination of which Consultants are qualified to work for the City shall be final and conclusive, and that if the Consultant or any person on its behalf challenges such determination in any legal proceeding, the Consultant will indemnify and hold Grove City and its employees and agents harmless from any claims included or related to such legal proceeding, whether or not proven, and from legal fees and expenses incurred by the Owner, its employees, or agents that arise out of or are related to such challenge.

SERVICE CATEGORIES

Clearly mark the Service Categories for which your firm desires to be considered.

Standard Engineering Services	
General Engineering Consultation Services	
Design and Coordination Services as well as Bidability/Constructability Review	
Transportation and Traffic Design Engineering	
Traffic Study and Modeling Engineering	
Structural Engineering	
Wastewater Infrastructure Design and Coordination	
Design Review Services	
Pavement Condition Evaluation Services	
Specialty Engineering Services	
Electrical Engineering Services	
Design and Inspection	
Utility Line Relocation	
Environmental Services	
Hydrology/Hydraulic Engineering Services	
Geotechnical Engineering Services	
Architectural Services	
General Consultation as well as Design/Coordination Services and Bidability/ Constructability Review (Architecture)	
Design Review Services	
Landscape Architecture Services	
Construction Services	
Administration/Project Management and Inspection Services	
Material Testing Services	
Utility Locate Services	
Surveying Services	
Construction Staking Services	
Boundary Services	
Planning Services	
Planning Consultation Services	
Capital Improvement Planning/Administration Services	
Geographical Information System (GIS) Services	
GIS Consultation Services	

1. INTRODUCTORY COVER LETTER

Attach Introductory Cover Letter here (Two Pages Max).

CONSULTANT'S ORGANIZATION

General Information

Name:_____

Address:_____

Telephone and Facsimile: _____

E-mail address: _____

Web site: _____

If address given above is a branch office address, provide principal home office address:
_____

Type of Organization

The Consultant's Organization is a:

__ Corporation

Date and State of Incorporation: _____

Executive Officers: (Names and Addresses)_____

_____

__ Partnership

Date and State of Organization: _____

Type of Partnership: __ General __ Limited __ Limited Liability __ Other:
_____

Current General Partners: (Names and Addresses)_____

_____

__ Joint Venture

Date and State of Organization: _____

Joint Venturers: (For each indicate the name, address and form and state of organization, as well as the managing or controlling Joint Venturer if applicable.)_____

_____

_____

_____

__ Limited Liability Company

Date and State of Organization: _____

Members: (Names and Addresses)_____

_____

_____

_____

__ Sole Proprietorship

Date and State of Organization: _____

Owner or Owners: (Names and Addresses)_____

_____

__ Other

Type of Organization: _____

State of Organization: _____

Owners and/or Principals: (Names and Addresses)_____

_____

In addition to the above categories of business entities, indicate whether Consultant's organization is certified as a:

__ Disadvantaged Business Enterprise Certified by:

_____

__ Minority Business Enterprise Certified by:

_____

__ Women's Business Enterprise Certified by:

_____

2 & 3. INSURANCE REQUIREMENTS

Attach copies of proof of General Liability and Professional Liability Insurance meeting or exceeding the requirements from the Request for Proposals.

4. LICENSING AND REGISTRATION

Jurisdictions in which Consultant is legally qualified to practice: (Indicate license or registration numbers for each jurisdiction, if applicable, and type of license or registration. Attach separate sheet as necessary.)

_____

_____

_____

_____

_____

_____

_____

_____

In the past five years, has Consultant had any business or professional license suspended or revoked? __ Yes __ No

If yes, describe circumstances below or on separate attachment, including jurisdiction and bases for suspension or revocation.

_____

_____

_____

_____

_____

_____

5. FIRM COMPATIBILITY/ABILITY STATEMENT (Two Pages Max.)

Attach statement here.

CONSULTANT'S PERSONNEL AND FOCUS

List personnel authorized to represent the Consultant and execute contracts.

Name_____ Title_____

Name_____ Title_____

List types of work generally performed by Consultant's own work force as a percentage of all work performed by the Consultant:

Type of Work	Percentage of Total Work

6. FIRM QUALIFICATIONS (Fifteen Pages Max. per Category plus Two Pages Max. per Key Personnel).

Attach here.

7. FIRM QUALITY OF CLIENT SERVICE (Five Pages Max.)

Attach here.

8. SUPPORTING INFORMATION (Five Pages Max.)

Attach here.

Annual Sales Volume. Indicate the annual volume of work completed for the past three years:

2011 _____

2010 _____

2009 _____

In the past five years, has Consultant defaulted, been terminated for cause or failed to complete a contract awarded to it? __ Yes __ No

> If yes, describe circumstances on separate attachment, including dates and owner, and if applicable, Consultant's surety.

In the past five years, has any officer, partner, joint venturer or proprietor of the Consultant ever failed to complete a contract awarded to that person or entity in their name or on behalf of another organization? __ Yes __ No

> If yes, describe circumstances on separate attachment, including dates and Owner, and if applicable, surety.

Describe all litigation arising from Consultant's active projects or projects worked on within the last five years. (Attach additional sheets as necessary.)

STATEMENT OF POTENTIAL CONFLICTS OF INTEREST

Provide information about any business associations, financial interests or other circumstances that may create a conflict of interest with the City of Grove City.

OTHER INFORMATION

Within the past five years, has Consultant, or any of the individuals identified Consultant's proposal been the subject of any criminal indictment or judgment of conviction for any business-related conduct constituting a crime under state or federal law? __ Yes __ No

> If yes, describe circumstances on separate attachment.

Within the past five years, has Consultant or any of the individuals identified in Consultant's Proposal been the subject of any federal or state suspension or disbarment? __ Yes __ No

> If yes, describe circumstances on separate attachment.

Within the past five years, has Consultant, or any of the individuals identified in Consultant's Proposal been the subject of any formal proceeding or consent order with a state or federal environmental agency involving a violation of state or federal environmental laws? __ Yes __ No

> If yes, describe circumstances. (Attach additional sheets as necessary.)

The Undersigned, on behalf of the Consultant, certifies under that the information provided here, or attached to this form, is true and sufficiently complete to the best of the Consultant's knowledge.

CONSULTANT

Signature_____

Printed Name: _____

Title: _____

Date: _____