



The Process for American Recovery and Reinvestment Act (ARRA) of 2009.

The Bureau of Public Works Design & Construction will post (by date) ARRA projects in which consultant services are anticipated. A consultant interested in providing the services indicated on a particular project should submit **three copies each** of the following:

- 1) A one-page Letter of Interest and Qualifications (LOIQ); and
- 2) A Technical Proposal not to exceed 5 pages consisting of:
  - a. A description of how you would accomplish the required services,
  - b. An assessment of your capabilities to perform assignments in a timely manner, and
  - c. An identification of the Project Manager, team members, and resources of the firm available for performing the services. If you feel that the Department is not familiar with your team members, you may attach resumes separately to the proposal letter.

All LOIQ's and Technical Proposals shall be submitted by the response deadline to the Department, addressed to the BPW Administrator who serves as the Chairman of the Consultant Selection Committee. The successful firms will be asked to submit a proposal for negotiations.

Final Contract Approval is by Governor and Council Action. After Governor and Council approval of the contract with the selected firms, the Technical Proposal of the selected firms will be available for review.