



ANNUAL REQUEST FOR STATEMENT OF QUALIFICATIONS

01/06/2019

Please accept this notice as a request for a Statement of Qualifications (SOQ) from your firm for professional services for the City of Bentonville, Arkansas.

Please submit your SOQ on or before 4:30 P.M. on Friday, February 1, 2019 to be considered for upcoming 2019 projects. Submissions received after this date may not be taken into consideration for 2019 projects.

Submissions should include one original signed hard copy of your SOQ, one .PDF copy of your SOQ and the business card of the firm's primary contact. Submissions should be sealed in an envelope clearly marked with "2019 Annual SOQ" and should be hand delivered or mailed to:

City of Bentonville
Purchasing Office
117 West Central Avenue
Bentonville, AR 72712

*.PDF files should be saved on a flash drive or emailed to purchasing@bentonville.com.

Questions may be submitted to the City of Bentonville Purchasing office by emailing purchasing@bentonville.com.

In addition to providing the above-mentioned SOQ, the City requests that you complete the "SOQ Supplemental Information Form", which can be downloaded from the City of Bentonville Website at: <http://bentonville.com/DocumentCenter/View/3288/2019-SOQ-Supplemental-Information-Form?bidId=>

Thank you for your interest in working with the City of Bentonville. If you have any questions or comments, please do not hesitate to contact us at (479) 271-3115.

Sincerely,

Gladys Shoemake
City of Bentonville
Purchasing Administrator