

PUBLIC NOTICE – SKAGIT COUNTY

REQUEST FOR STATEMENT OF QUALIFICATIONS OF COMMUNITY PLANNING AND GROWTH MANAGEMENT SERVICES PROFESSIONAL SERVICES CONSULTANT LIST

A. Overview

Skagit County is interested in updating its roster of qualified consultants who could provide selected professional services related to the following areas: affordable housing; capital facilities planning; community planning; comprehensive plan amendments; development regulations; environmental review; growth management; intergovernmental coordination; land use capacity analysis; natural resource land conservation; transfer of development rights programs; open space corridors/greenbelts; policy analysis; shorelines master plan updates; sub-area planning; transportation planning; urban growth area analysis; economic analysis.

In completing these activities, Skagit County Planning and Development Services occasionally contracts with independent consultants to provide professional services to help complete specific projects. The roster will be available to Skagit County Planning and Development Services staff as well as staff in other county departments.

B. Requirements for Responses to Request for Qualifications

Consultants/Consulting firms submitting Statements of Qualifications must include the following:

1. Legal name of consulting firm/sole proprietorship
2. Address, phone number and fax number
3. E-mail address and/or website address (if available)
4. Statement of Qualifications
5. A list of applicable services and/or projects your firm has completed
6. Identification of those areas of expertise mentioned in the previous section you wish to be considered for
7. Staff roster and expertise
8. MBE/WBE/DBE certifications, if any
9. References

C. Submissions and Inquiries

Interested consultants/consulting firms should submit one copy of their Statement of Qualifications to Skagit County Planning and Development Services, 1800 Continental Place, Mount Vernon, WA 98273. Submittals are due no later than **March 5, 2012**. Submittals will be added to the Skagit County Planning and Development Services Professional Services Consultant List. For additional information, contact Kirk Johnson, Senior Planner, (360) 336-9410, ext. 5916, or E-mail kirkj@co.skagit.wa.us.

D. Terms of Professional Services Consultant List Usage

- The Professional Services Consultant List will be used at the discretion of Skagit County Planning and Development Services.
- Information included in the submissions become property of Skagit County and is subject to the disclosure provisions of the Public Records Act (RCW 42.17.250 - .348).

- Evaluation of the Statements of Qualifications will be based upon qualifications, expertise and demonstrated ability.
- Skagit County Planning and Development Services reserve the right to select proponents from the list as appropriate.
- Inclusion in the Professional Services Consultant List does not guarantee being invited to respond to Requests for Proposals and/or obtaining future work with Skagit County Planning and Development Services.
- Skagit County Planning and Development Services complies with state and federal requirements regarding utilization of small, minority and women's business enterprises in procurement under assistance agreements per the Code of Federal Regulations.
- Any future changes or updates to the submission should be forwarded to the Skagit County Planning and Development Services.