



Request for Qualifications – Engineering Services

The City of La Habra Heights, California is seeking statements of qualifications from civil engineering firms with experience in project management, construction management and inspection, civil engineering design, NPDES, reviewing preliminary grading on planning applications, plan check for engineering and grading, review and approval of tentative and final tract maps, and other services typically provided to a municipality.

Preference will be given to firms within a sixty mile radius of La Habra Heights and firms experienced in working with small cities.

Questions regarding this Request for Qualifications should be directed to Gabriella Yap, Assistant City Manager, (562) 694-6302 or via email at gyap@lhhcity.org.

Interested firms shall submit a Statement of Qualification that contains the following:

1. Cover Letter.

2. Qualifications:

Outline the qualifications of the firm to perform this work described above. Provide an organizational chart of the proposed consulting team and a short resume of all key people listed on the chart.

3. References:

Provide a list of cities your firm has worked for. Reference list should include time frame, budget, scope and reference contact.

The Statement of Qualification submittal shall be a maximum of 10 pages (not including the cover page) and one original and four copies will be submitted.

SUBMITTAL DEADLINE AND DELIVERY LOCATION

Responses will be reviewed as they are received. The City would like to begin these services as soon as possible, so you are encouraged to reply immediately.

All responses to this request that are mailed through the United States Postal Service shall be addressed to the City Clerk's Office, 1245 N. Hacienda Rd., La Habra Heights, CA 90631. Hand-delivered responses, or responses not sent through the USPS, shall be delivered to the City Clerk's Office of the City of La Habra Heights, 1225 N. Hacienda Rd., La Habra Heights, CA 90631.

Responses will also be accepted via e-mail and should be sent in PDF format to Gabriella Yap at gyap@lhhcity.org.

The City of La Habra Heights reserves the right to cancel this request or reject any and all responses submitted or to waive any minor formalities of this call if the best interest of the City would be served.