



**Town of Brewster**  
**DEPARTMENT OF PUBLIC WORKS**

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Patrick Ellis  
Superintendent

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Foreman

**TOWN OF BREWSTER**  
**REQUEST FOR QUALIFICATIONS**

**ENGINEERING SERVICES - MILLSTONE ROAD RECONSTRUCTION**

The Brewster Town Administrator, through the Brewster Department of Public Works, is seeking qualifications for Professional Engineering Design and Permitting Services to assist the Town of Brewster in the development of detailed plans and specifications for the reconstruction of a portion of Millstone Road in Brewster, MA. The successful applicant shall be required to provide roadway layout plans, drainage and roadway construction plans, construction specifications and bidding documents, bidding assistance, and construction administration services. Qualifications must be received before **2:00 PM on September 27, 2017** at the Brewster Town Administrator's Office, Brewster Town Hall, 2198 Main Street, Brewster, MA 02631. Any qualification received after this time and date will be returned to the applicant unopened. No exceptions will be made. Please submit qualifications in sealed envelopes as described under "**Qualification Submission Requirements**" on pages 5-6 of this document. Faxed qualifications will **not** be accepted.

The contract and its award process resulting from this Request for Qualifications (RFQ) are not subject to the Uniform Procurement Act pursuant to the M.G.L. c. 30B the Designer Selection Law, Chapter 7C. Issuance of this RFQ does not signify the Town's submission of this service to the provisions of the Act, and the contract and award will be made at the Town's discretion. If it becomes necessary to revise any part of this RFQ or otherwise provide additional information, an addendum will be issued to all prospective proposers who received copies of the original request. Award of a contract resulting from this RFQ shall be in strict accordance with the requirements of this document.

The Town Administrator reserves the right to accept and/or reject any and all qualifications and waive any informality in the review procedures, to the extent allowed by law, and to make the award as may be deemed to be in the best interest of the Town. It is anticipated that the Qualification Award will be made within three weeks of the bid opening. Questions concerning the project should be submitted in writing to R. Patrick Ellis, Brewster Superintendent of Public Works no later than 7 days prior to the Qualification opening date.

Requests for the Qualification documents should be made to Donna J. Kalinick, Procurement Officer, [dkalinick@brewster-ma.gov](mailto:dkalinick@brewster-ma.gov).