

Request for Applications – County of Yuma Consultant Register

April 17, 2018

County of Yuma Consultant Register Program

Yuma County invite consultants to submit a Letter of Interest (Application) expressing their desire to be on the County of Yuma Consultant Register. Letter of Interest must include a 1-2 page statement of qualifications, Architect-Engineer Qualifications Standard Form-330 (SF-330), and necessary supporting documents such as resumes, performance reports, insurance certificate, financial status, etc.

In compliance with Yuma County Resolution 09-12/ Procurement of Professional Services Policy/ Revised on 2-18-2009/ Section III.A.1.b, Yuma County Capital Improvement Program Management office will establish and maintain a register of consultants that have expressed interest in performing work for the County and have provided evidence of their professional qualifications for such work.

As a registrant, you may receive notification of solicitation opportunities each time a formal solicitation is issued, for any of the following discipline areas (Code: 03, 05, 06, 08, 09, 12, 13, 15, 16, 18, 21, 23, 27, 29, 30, 32, 34, 38-40, 47-53, 55-58 & 60-62) you identified on SF-330. A formal solicitation is defined as a proposal with an estimated value of \$500,000 or greater. Consultants may apply to multiple disciplines, but to be approved, consultants need to show prior experience or have key personnel that bring prior experience.

The Register is also used to identify potential consultants for informal solicitations having an estimated value of less than \$500,000 for Professional Services. A technical registrant may be employed by direct selection from the Register if the contract amount is less than \$100,000.

The dollar amounts stated above are contract maximum amounts and are inclusive of all change orders (supplemental agreements).

Being on the consultants Register does not constitute a contract between Yuma County and the registrant. It only signifies the registrant interested in doing business with Yuma County. Consultants that have failed to provide satisfactory evidence of qualification or have unsatisfactory past performance may be removed from the Register after written notification to the consultant.

It is the registrant responsibility to promptly notify the CIP Management office in writing of all changes in the registration information. Incidental correspondence or proposals received with different information will not be considered as a request for registrant information change. All information updates should be received through the consultant register program.

This is an open continuous solicitation, and consultants may apply and update current registration at any time. Submitted application and information updates are generally reviewed and processes during the first week of each month.

Please call or email Sami Ayoub, P.E. at (928) 817-5121 or sami.ayoub@yumacountyaz.gov for assistance in your application process. Please remit applications and updates to Yuma County, DDS, Engineering Division, CIP Management Office, 2351 W 26th Street, Yuma AZ 85364.

By: //S// Roger A. Patterson

Roger A. Patterson, P.E., County Engineer