



TOWN OF WESTFORD
**PERMANENT TOWN
BUILDING COMMITTEE**
TOWN HALL
WESTFORD, MASSACHUSETTS 01886
(978) 692-5501

REQUEST FOR QUALIFICATIONS

**DESIGNER SERVICES
NEW FIRE STATION AND COMBINED DISPATCH CENTER**

PERMANENT TOWN BUILDING COMMITTEE
WESTFORD, MA

The Town of Westford, MA is seeking a qualified consultant to assist the Permanent Town Building Committee with the design and construction of a new Fire Station Headquarters and a Combined Dispatch Center to be constructed at the existing Police Station. The Request for Qualifications will be available on the Town of Westford's website: www.westfordma.gov. All persons requesting this document must register on the website.

All interested parties and/or firms must submit twelve (12) hard copies and one electronic copy of their proposal to:

Thomas J. Mahanna, Chair
Town of Westford
Permanent Town Building Committee
55 Main Street
Westford, MA 01886

Inquiries and requests for information shall be made in writing to John Mangiaratti, Asst. Town Manager, (978) 692-5501 at the same address or can be submitted via email to jmangiaratti@westfordma.gov.

Proposals are due by 2:00 p.m. on Thursday, April 14, 2016. Proposals are to be delivered to the Permanent Town Building Committee c/o Town Manager's Office, 55 Main Street, Westford, MA 01886. Proposals shall include, as a minimum:

- * Cover letter
- * List of Project Team and resumes of key individual(s)
- * Experience list on similar projects
- * References from work similar projects
- * Statement that applicant/firm has met all the requested qualifications
- * Copies of insurance certificates providing required coverage

*Thomas Mahanna, Chair
Permanent Town Building Committee
March 17, 2016*