

LEGAL NOTICE



TOWN OF
WILMINGTON

**REQUEST FOR
PROPOSAL**

**For Consulting
Services To Design
and Conduct Two
Separate Assessment
Centers For Selection
of a Deputy Fire Chief
and/or Fire Lieutenant**

The Town of Wilmington, acting through its Town Manager, is requesting proposals from qualified firms to conduct two separate assessment centers; one for selection of Deputy Fire Chief and a second for the selection of a Fire Lieutenant.

Request for Proposals are available at the Town Manager's Office, Wilmington Town Hall, 121 Glen Road, Wilmington, Mon - Fri 8:30AM to 4:30PM beginning Wednesday, August 16, 2017 and until proposals are due. All proposals must comply in all respects with the instructions, conditions, specifications and other requirements in the request. Specifications may be obtained in hard copy via mail upon written request to the Town Manager's Office, Attn: Wendy Martiniello, and receipt of payment of a non-refundable fee of \$25.00 in the form of a certified check, treasurer's or cashier's check, payable to the Town of Wilmington. Specifications may be obtained electronically by visiting our website, http://www.wilmingtonma.gov/Pages/WilmingtonMA_purchasing/index. Electronic requests must include company name, mailing address, and phone number of recipient of the specifications.

Proposals may not be submitted via email.

Proposers should be aware that the Proposal Submission Deadline is:

**Wednesday,
September 6, 2017
11:00 a.m.**

The Town shall not be responsible for proposals arriving late due to couriers, deliveries to wrong locations, express mailing services, delays related to processing of mail requests for specs and plans etc. or any reason whatsoever. Postmarks will not be considered.

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