

**LEGAL NOTICE**



**TOWN OF WILMINGTON,  
MASSACHUSETTS**

**REQUEST FOR  
QUALIFICATIONS**

**DESIGNER SERVICES  
FOR WILMINGTON NEW  
TOWN HALL/SCHOOL ADMIN  
BUILDING**

Qualified Design firms are advised that the Town of Wilmington, the "Owner," is seeking statements of qualifications, per M.G.L. c7C, §§ 44-58, to serve as the Designer during the feasibility study and schematic design phase of this project initially. The feasibility study will include site studies and selection for a Town Hall/School Admin building and once the location is identified, complete the schematic design for the building.

Subject to the authorization of the Town Manager and further subject to continued funding authorized by the Town of Wilmington, the contract between the Owner and the Designer may be amended to include continued Designer Services through design development, construction documents, bid and award, construction and final closeout of the potential Project. Consultants shall not include a fee for service in the proposal. Following the review of proposals, a lump sum fee will be negotiated with the highest ranked consultant.

Sealed responses, clearly labeled "**Proposal for Designer Services – Wilmington Town Hall/School Admin Building**" will be received in the office of the Town Manager, Jeffrey M. Hull, Town Hall, 121 Glen Road, MA until **2:00 P.M. on April 7, 2021.**

Each proponent shall submit eleven (11) hard copies of the response to this Request for Qualifications (RFQ). Each response shall clearly identify the proponent's name and business address. This RFQ may be obtained electronically by emailing RTodisco@P-threeinc.com until the scheduled submission date. Late responses will not be accepted.

The Town shall not be responsible for proposals arriving late due to couriers, deliveries to wrong locations, express mailing services etc. or any reason whatsoever. Postmarks will not be considered. Proposals submitted via email or fax will not be considered.

The Town of Wilmington does not discriminate on the basis of race, color, national origin, gender, religion, age or disability in employment for the provision of services. The Town reserves the right to reject any responses or any part thereof in response to this RFQ or take any other action as the Town may deem to be in its best interest.

Jeffrey M. Hull,  
Town Manager

210278

3/17/21