



Benton County Government is seeking Statements of Qualifications (SOQ) from qualified individuals or firms interested in providing architectural, engineering or land surveying services. All individuals or firms shall be qualified to do business in and licensed in accordance with all applicable laws of the state of Arkansas and local governments in Benton County. This request for SOQ is not for any particular project but is to save time in seeking out professionals for smaller projects that arise from time to time.

Firms should provide description of staff resources, staff experience, length of service, completed project list, and any other information related to experience of the individuals or firm. Include a contact person, if we need additional information or to arrange an interview. Please provide the name and contact information of (3) references who are familiar with the quality of your work.

When evaluating qualifications Benton County will look at specialized experience, capacity and capability to perform work, past record of performance with respect to control of costs, quality of work, and meeting deadlines, and proximity and familiarity with the area in which the project is located.

All questions regarding the process shall be directed to Shannon Maki by email at shannon.maki@bentoncountyar.gov.

Benton County will keep all SOQ on file for one year to use for projects that may arise from time to time. There is no guarantee of any work or award of contract. If for some season, your qualifications change, a new SOQ should be filed with our office at that time.

Please submit (2) hard copies and (1) electronic copy (USB drive) of the SOQ by mail or hand delivered to Benton County, 215 E. Central Ave., Room 304, Attn: Shannon Maki, Bentonville, AR 72712 on or before January 31, 2025 @ 12:00 PM. Electronic submissions are not acceptable.

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