



James Stanley
Director of Public Services

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September 5th , 2023

Re: Request for Proposals
City of Circleville, OH Action Plan

The City of Circleville has received a Safe Streets and Roads for All grant through FHWA to develop a comprehensive safety action plan. The goal of the Action Plan is to develop a holistic, well-defined strategy to prevent roadway fatalities and serious injuries within the City. The City desires to retain a qualified firm for consulting services to perform the studies and activities necessary to complete the Action Plan.

Selection of the consultant will be based on the firm's professional qualifications, experience and expertise with consideration given to the following:

1. Understanding of all aspects for the project and proposed approach.
2. Experience with the successful completion of similar size and type projects.
3. Past performance with City and similar clients.
4. Qualifications of personnel assigned to and available for this project.

Upon completion of the evaluation process, the City will select and rank the firms, which it considers to be most qualified. The City will then negotiate an agreement with the firm ranked most qualified to perform the required services.

Any questions on this project or information contained in the Request for Proposal, please contact Utilities Manager Brian Frost at (740) 477-8255.

Please submit one (1) electronic copy of the proposal package to this request no later than 4:00 pm on Tuesday, September 29, 2023. Address the proposal to:

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