

TOWN OF NORTHWOOD, NH

REQUEST FOR QUALIFICATIONS FOR TOWN FORESTER

INTRODUCTION

This request for Statements of Qualifications is an invitation to qualified firms (individuals, partnerships, companies and corporations) interested in providing forestry services to the Town of Northwood. The town will accept and review Statements of Qualifications and select the most qualified and beneficial firm(s) to provide services.

PURPOSE

The town intends to engage the services of a NH licensed qualified individual or firm, to provide professional forestry services. The conservation commission seeks the assistance of a NH licensed forester to continue to manage the designated town forests through the implementation of the 1990 Forest Management Plan, prepared by Forester Charles Moreno and the 2009 Forest Management Plan Update prepared by Bean Hill Forest Services, LLC.

STATEMENT OF QUALIFICATIONS

Firms interested in providing the Services as described in this request for Statement of Qualifications must provide the following no later than June 15, 2009 at 2 pm:

1. A brief description of your firm's proposed approach to providing services.
2. Recent experience working with other municipalities in the State of New Hampshire indicating the type of work completed. Detail the type of project(s) and indicate the individuals on your staff who had responsibility for each project and whether or not these people are expected to be available to lead or assist in the project(s).
3. Ability of the individual/firm to perform the work on schedule.
4. Pertinent qualifications and references.
5. Full fee schedule.
6. Interested persons/firms shall furnish five copies of the submittal to:

Board Administrator
Town of Northwood
818 First NH Turnpike
Northwood, NH 03261

Statements of Qualifications shall be marked *Forestry Services* with the individual or firm's name clearly stated at the bottom left of the envelope/package in which the Statement of Qualifications is contained.

The Statement of Qualifications shall be submitted in an organized manner. Unnecessarily elaborate brochures or other materials beyond that which is sufficient to present a complete and effective Statement of Qualifications are neither necessary nor desired.

The town reserves the right to retain all copies of Statements of Qualifications submitted.

TOWN OF NORTHWOOD, NH

REQUEST FOR QUALIFICATIONS FOR TOWN FORESTER

STATEMENTS OF QUALIFICATIONS REVIEW PROCESS

The town will examine and evaluate each Statement of Qualifications. A detailed and objective evaluation will be conducted; the sole intent of which will be to identify firms who would contribute most positively to the town's requirements and needs. No firm shall have any cause of action against the town arising out of a failure by the town to consider a firm's qualifications or the methods by which the town evaluated the Statements of Qualifications received. The selection of the prospective firm shall be at the sole discretion of the town.

PERIOD OF AGREEMENT

It is the town's intent to use the services of the selected firm for a duration of time and may enter into a mutually agreeable contractual agreement. The town reserves the right, at its discretion to solicit for and obtain consulting and professional services it sees fit at anytime in the future without regard to any action resulting from this request.

SCHEDULE

Five copies of the Statement of Qualifications shall be submitted by or before June 15, 2009 at 2:00 pm.

Inquiries on all matters pertaining to this request for Statements of Qualifications should be directed to:

Board Administrator Linda Smith

Email: boardadministrator@town.northwood.nh.us

Phone: (603) 942-5586 x 205