

Town of Scituate

LEGAL NOTICE

## REQUEST FOR PROPOSALS

### ECONOMIC DEVELOPMENT CONSULTING SERVICES

The Town of Scituate, acting through its Chief Procurement Officer/Town Administrator, is requesting proposals from qualified individuals or firms to provide economic development services to support the activities and programs of the Town's Economic Development Commission.

Copies of the Request for Proposal may be obtained from the Office of the Town Administrator Office beginning on Tuesday, October 14, 2014 between the hours of 8:30 a.m.-4:30 p.m. Monday, Wednesday, Thursday, 8:30 a.m.-7:30 p.m. Tuesday, or 8:30 a.m.-11:45 a.m. Friday, or by calling the office at 781-545-8741 or by downloading this document from [www.scituatema.gov](http://www.scituatema.gov). The proposal deadline is Tuesday, October 28 at 9:00 a.m. EST.

The Chief Procurement Officer will review all proposals in accordance with Massachusetts General Law c. 30B, and final selection will be based on an evaluation and analysis by the Town's Economic Development Commission of the information and materials required under this RFP. The contract will be awarded to the proposer who best meets the minimum evaluation criteria, submits the required documents, has the demonstrated experience and resources to fulfill the contract and best meets the comparative criteria. The Town reserves the right to waive minor omissions and informalities or reject any and all bids if it is in the best interest of the Town to do so.

The Town of Scituate is an Equal Opportunity Employer and supports Women and Minority Owned Business Enterprises.

Patricia A. Vinchesi  
Chief Procurement Officer/Town Administrator  
600 Chief Justice Cushing Highway  
Scituate, MA 02066  
781-545-8741