



TOWN OF SANBORNTON
OFFICE OF THE TOWN ADMINISTRATOR
P.O. Box 124 • 17 Meetinghouse Hill Road
Sanbornton, New Hampshire 03269
603.729.8090

Request for Qualifications
RFQ Town Park

The Sanbornton Selectboard is requesting a Statement of Qualifications from interested surveying firms, licensed to do business in the State of New Hampshire that have experience with municipal site plans.

Project Description

Looking to delineate the existing Recreation Park from the Transfer Station, Tax Map 20-063. Along with a proposed site plan for the park including placement of facilities, parking, fencing, landscaping and proposed open space for future development.

Scope

The Consultant shall be required to have a minimum of one licensed professional engineer on staff. Engineering responsibilities include, but are not limited to:

- Preliminary design services, survey where it is needed, proposed layout, to include conceptual design based upon committee and public input meetings.
- Final design services to include a finalized stamped plan of the park.

Statement of qualifications and proposals are due to the Town Office by 1pm on Friday, April 19th, 2024. The Selectboard will review submittals to set up meetings with qualified firms.

Submittals are to be in a sealed envelope marked “Town of Sanbornton RFQ Town Park” and addressed to the Town Administrator Trish Stafford, PO Box 124, Sanbornton NH 03269, emailed to townadministrator@sanborntonnh.org or dropped off at 17 Meetinghouse Hill Road, Sanbornton NH 03269.