



# Engineer, Architect, & Related Services Pre-Qualification Form Annual Update

City of Council Bluffs, Iowa • Engineering Division • Attn: City Engineer  
209 Pearl St • Council Bluffs, Iowa 51503 • mcox@councilbluffs-ia.gov

**Purpose:** This form is provided to update information previously submitted on the Pre-Qualification Form. Firms must complete and submit this form electronically to the email address listed above.

**Instructions:**

Standard Work Categories - Please indicate any changes to the type(s) of work your firm has experience with and is interested in performing by placing a checkmark in the appropriate box or boxes. Numbers below correspond to numbers contained on the form. If there have been no changes to the work categories, place a checkmark in the corresponding box.

1. Firm name and address of primary office providing services to the City of Council Bluffs.
2. Legal qualifications. Note any changes since last submitted.
3. Name, title, email address, and telephone number of two primary contacts.
4. Updated list of projects. Attach additional pages or submit as a separate file, if needed. Only complete for new or different projects not previously listed.
5. Include resumes for key personnel that are new to the firm.

### Standard Work Categories for Professional Services

**Design Services**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Aquatic Systems                 | <input type="checkbox"/> Levees         | <input type="checkbox"/> Streetscape        |
| <input type="checkbox"/> Bridges                         | <input type="checkbox"/> Pump Station   | <input type="checkbox"/> Structures         |
| <input type="checkbox"/> Buildings and Facilities        | <input type="checkbox"/> Roadway        | <input type="checkbox"/> Traffic Operations |
| <input type="checkbox"/> Demolition and Site Restoration | <input type="checkbox"/> Sanitary Sewer | <input type="checkbox"/> Trails             |
| <input type="checkbox"/> Golf Course Architecture        | <input type="checkbox"/> Storm Sewer    | <input type="checkbox"/> Wastewater Plant   |
| <input type="checkbox"/> Landscape Architecture          |   |   |

**Support Services**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Bridge Inspection        | <input type="checkbox"/> ROW Services                         | <input type="checkbox"/> Community Master Planning |
| <input type="checkbox"/> Construction Observation | <input type="checkbox"/> Surveying                            | <input type="checkbox"/> Facility Planning         |
| <input type="checkbox"/> Disaster Response        | <input type="checkbox"/> Value Engineering                    | <input type="checkbox"/> Public Involvement        |
| <input type="checkbox"/> Geotechnical Engineering |   | <input type="checkbox"/> Transportation Planning   |
| <input type="checkbox"/> Materials Testing        | <input type="checkbox"/> Environmental Studies and Compliance |  |
| <input type="checkbox"/> Permitting               | <input type="checkbox"/> Hydraulic and Hydrologic Studies     |  |

**No changes**

**1. Firm Name and Address:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**2a. Has the firm been disqualified from working on any public agency contracts?**  Yes  No

**2c. Please explain any changes:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**2b. Is the firm involved in any litigation or subject to enforcement actions by a state or federal agency?**  Yes  No

**3. Principals or Primary Contacts:**

1) Name: _____	Title: _____
Email address: _____	Phone No.: _____
2) Name: _____	Title: _____
Email address: _____	Phone No.: _____

**4a. List of Current Projects:**

1) \_\_\_\_\_  
 2) \_\_\_\_\_  
 3) \_\_\_\_\_

**4b. List of Completed Projects:** (attach additional pages, if needed)

1) \_\_\_\_\_  
 2) \_\_\_\_\_  
 3) \_\_\_\_\_

**5. Attach Resumes for Key Personnel**

**The foregoing is a statement of facts.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Print Name: \_\_\_\_\_ Title: \_\_\_\_\_