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Scott K. Ney
Director, Facility Operations

**Community Unit
School District 304**

TO: Dr. Andrew Barrett

FROM: Scott Ney

RE: Request for Qualifications- Erikkson Engineering Associates, LTD

DATE: January 3, 2024

On November 1, 2023, Geneva CUSD #304 advertised in the Daily Herald soliciting Statements of Interest and Qualifications from qualified firms to provide comprehensive civil engineering services to assist in the Transportation Facility parking lot expansion, as well as resurfacing and drainage improvements to the current parking lot.

Twelve civil engineering firms electronically requested Geneva's RFQ. Ten firms submitted Statements of Interest and Qualification packages. Nine of those firms submitted qualification packages within the stipulated guidelines. Three firms were invited to interviews based upon the evaluation process.

Gewalt Hamilton Associates, Inc; Hampton, Lenzini, & Renwick, Inc; and Erikkson Engineering Associates, LTD presented their firm's credentials during the week of December 11, 2023.

Erikkson Engineering Associates was chosen by the RFQ selection process, based upon their approach to the Transportation Facility parking lot expansion, references, exemplified design capabilities, and school experience.