

REQUEST FOR QUALIFICATIONS

Separate sealed proposals will be received by the City Controller at her office in City Hall, 2nd Floor, 340 N. Washington Avenue, Scranton, PA 18503 until **10:00 A.M., Friday, December 4, 2015** at which time they will be read aloud in City Council Chambers for the following:

RENTAL REGISTRATION THIRD PARTY INSPECTIONS

All proposals are to be in accordance with the Request for Qualifications (RFQ) specifications which are now available and can be picked up at the office of the **Bureau of Purchasing, 4th Floor, City Hall, 340 N. Washington Avenue, Scranton PA 18503**. Sealed envelopes containing the qualifications will be received and identified by **“PROJECT: RENTAL REGISTRATION THIRD PARTY INSPECTIONS”**. The envelopes should be delivered or mailed to the **Office of City Controller** at the address listed above, so as to arrive by the date and time specified above. The City of Scranton will require **six (6) copies** of these qualifications as noted in this Request for Qualifications.

All questions shall be faxed or emailed to Patrick Hinton Director/BCO Licensing, Inspections & Permits, (570) 348-4171, EMAIL ADDRESS: phinton@scrantonpa.gov.

Patrick Hinton
Director/BCO
Licensing, Inspections & Permits