

Request for Proposal

BOROUGH OF EXETER

LUZERNE COUNTY, PENNSYLVANIA

COMMUNITY VISIONING AND ACTION STRATEGY SERVICES

The Borough of Exeter, PA, is requesting Proposals from qualified Consultant(s) to work with the Borough and non-profit organization Exeter Proud, to provide community visioning and action-strategy services which are to be used as a catalyst for community revitalization efforts.

Proposals must be received at the Exeter Borough Manager's Office, Exeter Borough Municipal Building, 1101 Wyoming Ave., Exeter, PA 18643 on or before **April, 2, 2018, at 1:00 pm**. Proposals will be opened on **April 3, 2018 at 7:00 PM** at the Monthly Borough Council Meeting which time they will be opened and read aloud. No responsibility shall be attached to any person for the premature opening of a proposal not properly marked. No proposal will be accepted at any other location or after the time and date specified. Project description and proposal forms may be obtained from the following locations: Exeter Borough Manager's Office during regular business hours, Monday through Friday, 8:30 AM until 3:00 PM or at <http://www.exeterborough.com>.

By issuing this request for proposal, the Borough of Exeter and Exeter Proud is not committing itself to award a contract or pay any costs incurred in the preparation of responses. The Borough of Exeter reserves the right to accept any proposal; reject any or all proposal deemed not to be in the Borough's best interest; reserves the right to waive or permit correction of minor informalities; and to conduct discussions with all qualified offers in any manner necessary to serve the best interests of the Borough of Exeter and those submitting proposals.

Exeter Borough does not discriminate on the basis of race, color, national origin, sex, religion, age, family, sexual orientation, or handicap status in employment, or the provision of services. Exeter Borough is an equal opportunity employer.

Debra Serbin

Borough Manager

Borough of Exeter