

## REQUEST FOR QUALIFICATIONS

The City of Brunswick is requesting qualifications from qualified banking firms providing full purchasing card services. The City is currently using bank and store charge cards. The total budget for all city funds in 2007 is \$ 40 Million Dollars.

This document, "Request For Qualifications," may be obtained by visiting the website of the City of Brunswick, [www.brunswickga.org](http://www.brunswickga.org), and clicking on "Purchasing." Direct all questions to **John A. Cason, III, Purchasing Department, City of Brunswick, 601 Gloucester Street, P.O. Box 550, Brunswick, Georgia 31521, telephone (912)267-5596, fax (912)267-5554. Questions will be answered on the city's web site and no questions will be answered after March 30, 2007.**

Firms desiring consideration shall submit their qualifications, a list of consultants, fees or charges, and any other information the firm considers relevant. Qualifications will be received until 3:00 p.m., Tuesday, April 17, 2007, at the Purchasing Office of the City of Brunswick. Five (5) written copies of the proposal and one (1) electronic copy on CD shall be submitted in an envelope clearly marked "**Qualifications for Purchasing Card Services.**"

Two firms will be selected to be interviewed by a committee representing the City in early May 2007. All firms responding to this request for qualifications will be notified of the action taken in selecting the two firms for interview.

The City of Brunswick Commission reserves the right to reject any and all submittals and ultimately to select the firm deemed to be in the best interest of the project.

City of Brunswick Commission  
John A. Cason 111, Purchasing