

## REQUEST FOR STATEMENTS OF QUALIFICATION

The City of Alexandria ("City") is requesting statements of qualifications from interested consulting firms or design professionals to enter into a contract with the City for **CITY HALL RESTORATION**. The consulting firm or design professional will be selected for such work to be approved by City. The appropriate fee shall be negotiated prior to contract execution.

Pertinent qualification information desired will at a minimum consist of:

- A. Specialized experience and competence of the firm or professional in roofing systems and exterior coating/waterproofing systems, as well as any related architectural systems.
- B. Capacity to perform the work within time limitations and deadlines (or sooner):
  - i. RFQ Response Deadline – October 12, 2020
  - ii. RFQ Response Evaluation and Selection – November 24, 2020
  - iii. Professional Services Contract Negotiation Concluded – December 22, 2020
  - iv. Professional Services Contract Executed – January 8, 2020
  - v. Conceptual Design Submitted to the City – March 1, 2020
  - vi. Phase I Bid Package Released – March 29, 2020
  - vii. Phase I Bid Opening – May 11, 2020
- C. Past experience on contracts with the City of Alexandria and/or past experience on projects of a similar scope and size.
- D. Evidence of Liability Insurance with a minimum of \$1,000,000.

Selection criteria shall include, but not be limited to:

- A. Experience and qualifications with similar projects;
- B. Understanding of the assignment as a restoration, not a complete architectural redesign;
- C. Understanding of the current and future needs of City Hall;
- D. Ability to meet the scope of work;
- E. Ability to meet or complete the tasks earlier than the timeline detailed above; and
- F. The proposed methodology to accomplish the intended purpose and scope of work.

***Good faith compliance with the City's AFEAT Program will be a consideration during the evaluation of responses.***

The full Request for Qualifications (RFQ) shall be requested via email from Alainna R. Mire, [alainna.mire@cityofalex.com](mailto:alainna.mire@cityofalex.com). Qualification statements will only be received from firms issued the full RFQ. Qualification statements will be received until 12:00 P.M., October 12, 2020, delivered to Alainna R. Mire at 915 Third Street, Alexandria, LA 71301 or mailed to:

Alainna R. Mire  
Legal Division  
P.O. Box 71  
Alexandria, LA 71309-0071

If you require additional information, please call (318)449-5046.

Qualification statements will be taken under advisement for an anticipated forty-five (45) calendar days of the submittal deadline.