

CITY OF ALEXANDRIA  
REQUEST FOR STATEMENTS OF QUALIFICATIONS  
FOR ENGINEERING SERVICES

The City of Alexandria is seeking the services of a qualified firm or individual to provide grant management services pertaining to the Water Main and Reservoir Improvement Project funded through the U.S. Department of Housing and Urban Development (HUD). The City is requesting Proposals from qualified firms or individuals to provide grant management services for the eligible project funded through the HUD Program.

The project includes site preparation and construction of a 1,000,000 gallon ground storage tank as well as the installation associated piping, pumping, control equipment, and all other improvements necessary to integrate the ground storage tank into the City's water distribution system.

The scope of services include, but are not limited to, preliminary analysis of the City's needs, preliminary engineering design, final engineering design, construction observation and project implementation in compliance with HUD requirements. The agreement will be on a lump sum, fixed price basis, with payment terms to be negotiated with the selected offeror.

The City of Alexandria shall evaluate each respondent on the basis of the written materials submitted and according to the following selection criteria:

1. Experience of the firm with this particular type of construction project(s) as described above - Maximum of 30 points
2. Experience of the firm with other types of federally funded construction projects - Maximum of 30 points
3. Current capacity to accomplish the work - Maximum of 30 points
4. Reference from other clients attesting to firm's quality of work – Maximum of 5 points
5. Reference from other clients attesting to firm's compliance with performance schedules - Maximum of 5 points

All responses received will be evaluated in accordance with the selection criteria and corresponding point system. Questions should be addressed to Michael P. Marcotte, Director of Utilities at [michael.marcotte@cityofalex.com](mailto:michael.marcotte@cityofalex.com). Responses to this RFP should be hand-delivered and/or mailed to Michael P. Marcotte, Director of Utilities, City of Alexandria, 915 Third Street, Alexandria, LA 71301. Responses to this RFP must be received no later than 2:00 p.m., Monday, August 28, 2023.

The City of Alexandria is an Equal Opportunity employer. Small and/or minority owned firms, and women's business enterprises are encouraged to participate.