

## **REQUEST FOR QUALIFICATIONS (RFQ) AND PROPOSALS ARCHITECTURAL DESIGN SERVICES**

The City of Clarkston, Georgia (“City”) is soliciting Statements of Qualifications and Proposals from architectural firms with a strong record in historical preservation architecture and adaptive reuse of historic structures for modern uses. Responding Firms should be technically qualified and licensed in the State of Georgia to provide these services.

The City intends to contract for Architectural and Professional Design Services for the historic renovation of a city-owned farmhouse located within the Forty Oaks Nature Preserve; 3790 Market Street. Firms with relevant experience and qualifications are encouraged to submit a Statement of Qualifications from the architectural design team. The purpose of the Request for Qualifications (RFQ) process is to identify and select short-list firm (s) that satisfy the requirements of the RFQ.

Upon identifying the short-listed firm(s), the City will prepare a list of submission requirements to be issued only to the short-listed firm (s) for purposes of soliciting technical and fee proposals. The Architectural Consulting Team scope of work, fees and terms of the contract will be negotiated with the most qualified short-listed firm. Funding for the project design and construction plan development will come exclusively from the City of Clarkston.

The City will receive RFQ’s until 3:00 P.M., August 11<sup>th</sup>, 2021 at City of Clarkston Annex, 1055 Rowland Street, Clarkston, GA 30021; ATTN: Dan Defnall, Finance Director. RFQ’s will not be publically opened. A non-mandatory pre-bid conference and walk-through of the farmhouse will be held on July 16<sup>th</sup>, 2021 at 10:00 A.M. All potential firms interested in submitting a RFQ and Proposal are strongly encouraged to attend.

The RFQ package is available on the City of Clarkston web site; [www.clarkstonga.gov](http://www.clarkstonga.gov). All questions regarding the Request for Qualifications shall be made via email to the City Project Engineer; Larry Kaiser, PE, Project Manager at [kaiser@co-infra-services.com](mailto:kaiser@co-infra-services.com). The deadline to submit questions is no later than 5:00 PM; July 26<sup>th</sup>, 2021. The City will post all “Response to Questions and/or Addenda”, if applicable, on the city web site; [www.clarkstonga.gov](http://www.clarkstonga.gov) by no later than 5:00 PM, August 2<sup>nd</sup>, 2021. It is incumbent that those submitting questions follow-up with the Project Engineer to ensure that questions were received.

The City of Clarkston reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it deems to be in the best interest of the City.

The Architectural Firm and sub-consultants must ensure that all employees and applicants for employment are not discriminated against because of their gender, race, color, genetic information, religion, national origin, political affiliation, age, handicapped status, sexual orientation or sexual preference. The city provisions of the Disadvantaged Business Enterprise Program shall apply. The DBE goal for this Project is 14%. State of Georgia Qualified Disadvantaged Business Enterprise (DBE) and Woman Business Enterprise (WBE) firms are encouraged to apply. The selected firm will be required to comply with all Equal Employment Opportunity (EEO) laws and regulations, including nondiscrimination under Title VI of the Civil Rights Act.

The City of Clarkston is an Equal Opportunity Employer.