

ST. JOHN THE BAPTIST PARISH COUNCIL

**Request for Qualifications
for
Professional Architectural and Engineering Services**

St. John the Baptist Parish (Parish) is hereby soliciting the submittal of Statements of Qualifications (SOQ) from firms interested in and qualified to provide professional architectural/engineering (A/E) services on an as-needed basis throughout the parish. Project disciplines for which the services may be required shall include but are not limited to the following:

- Utilities Department projects such as wastewater systems, water distribution systems, lift stations, pump stations, etc.

Interested parties are invited to secure a Request for Qualifications from St. John the Baptist Parish Purchasing and Procurement Department, 1801 W. Airline Hwy. LaPlace, LA 70068 (985) 652-9569 or by emailing a request to j.stewart@stjohn-la.gov or electronic proposals can be obtained and submitted at www.centralbidding.com. The RFQ Packet may also be viewed on the Parish website: www.sjbparish.com.

All responses received will be evaluated in accordance with the selection criteria identified in the request for statements of qualifications packet. That packet also identifies the scope of services to be performed by the selected firm.

Each Consultant Firm shall provide a submittal package following the included format based on the designated point evaluation/score sheet. Applicants shall include sufficient information about the firm's qualifications to assist the Parish in making the proper determinations about their capabilities.

All qualification statements must be submitted on the Standard Form SJB-1000 in a sealed envelope at the Parish President's Reception Desk, 1801 W. Airline Highway, LaPlace, LA 70068.

The sealed submittal package shall display the name and address of the submitting firm and shall be clearly marked:

RFQ-2017-04 – Professional A/E Services - Utilities

Submissions must be received prior to 2:45 p.m. on October 31, 2017.

St. John the Baptist Parish Council is an Equal Opportunity Employer. Persons requiring reasonable accommodation to respond to this solicitation are requested to contact Jean Stewart at (985) 652-9569 to discuss their particular needs.

L'Observateur

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