



Request for Qualifications for Indefinite Quantity Contract for Architectural/Engineering Services

A. Invitation

The Housing Authority of the City of Greenville is requesting proposals for Interested Architectural/Engineering firms to provide services for an "Indefinite Quantity Contract". The services contemplated are not related to a specific project. Services required are design and engineering services for preparation of plans, specifics, cost estimates, record drawings, review of shop drawings, construction management, assistance with grant applications, energy audits, utility allowances, section 504/ADA assistance, clerk of works, feasibility studies, 504/ physical needs assessment and staff training. The contract scope may require evaluation of and definition of asbestos materials, toxic waste and lead based paint.

The Contract will be of the Indefinite Quantity Type where the work will be required on an "as-needed" basis, intermittently during the life of the contract, which shall not exceed 24 months.

The hourly rates used during the contract will be predetermined during negotiations. The negotiations will take place after notification of selection. The Housing Authority reserves the option to extend the contract for three additional years totaling a five-year aggregate period. In scope changes to projects under the contract and /or contract options are not subject to the initial time period.

Each individual project assigned to the Architect/Engineer will be issued as a separate delivery order and fees will be agreed upon for each delivery order.

B. Proposal Submission Information.

The Housing Authority of the City of Greenville will be accepting sealed submitted proposals at the office located at 1103 Broad St. Greenville, NC 27835. Thursday August 12, 2024, through Monday, September 16, 2024, at 4:00 p.m. Proposals can also be mailed to:

Housing Authority of the City of Greenville

1103 Broad St. Greenville, NC 27534

Attn: Percell Harris – Procurement Modernization and Business Manager

(All proposals received by mail must be delivered no later than Monday, September 15, 2024, at 4:00 pm EST. to be considered.)