



## St. Tammany Fire Protection District No. 1

Chris Kaufmann, Fire Chief

522 Robert Blvd.  
Slidell, LA 70458

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### Advertisement

January 30, 2020

RFSQ – Architectural Services  
Slidell, Louisiana

#### **Request for Statement of Qualifications**

The St. Tammany Fire Protection District No. 1 is hereby soliciting the submittal of a Statement of Qualifications from firms interested in providing architectural services with respect to the demolition and reconstruction of its Central Fire Station in Slidell, La.

Services required include those basic and supplemental services necessary to produce preliminary and final plans and specifications necessary to prepare an RFP (Request for Proposals) and for construction of the aforementioned improvements.

Firms submitting a statement of qualifications must identify all persons and/or firms that they expect to use to provide either architectural services, contract administration, oversight and/or supplemental services.

The following criteria, listed in order of importance, will be used to evaluate each firm submitting a statement of qualifications:

1. Professional training and experience, both generally and in relation to the type and magnitude of work required for the particular project. All persons or entities providing a response to this RFQ must have at least 5 years experience as an architect or engineer, and must have previous experience with the design and construction of at least three (3) fire stations in the State of Louisiana. This requirement is applicable to all persons holding an ownership interest of five (5%) percent or greater in any partnership or joint venture submitting a response to this RFQ. A list of previous fire stations, including addresses, must accompany the response to this RFQ.
2. Capacity for timely completion of the work, taking into consideration the firm's current and projected workload and professional and support manpower.
3. Past and current professional accomplishments, for which opinions of clients or former clients and information gathered by inspection of current or recent projects may be considered.
4. The nature, quantity and value of Parish work previously performed and presently being performed by the firm, it being generally desirable to allocate such work among firms that are desirous and qualified to perform such work.
5. Past performance by the firm on public contracts, including any problems with time delays, cost overruns, and design inadequacies for which said firm was held to be at fault.
6. An analysis of whether problems indicated in paragraph (5) herein resulted in litigation between the public entity and the firm performing professional services, or has been involved in litigation with a public entity where the public entity prevailed.

7. A list of all litigation, including the caption and copy of the final judgement or most recent dispositive pleading, in which any person or firm submitting a response to this RFQ has been involved in the past five (5) years.

Responses to this RFSQ shall include the following information:

1. Curriculum Vitae
2. Proof of Liability Insurance and Workmen's Compensation Insurance (minimum limits of \$2,000,000.00)
3. Portfolio/List of completed projects in the last 5 years with complete contact information of clients
4. Copy of license (State of Louisiana)
5. Information concerning Professional Organizations and Membership

Interested firms should submit the following documents to St. Tammany Fire Protection District No. 1, c/o Chad Duffaut, Chief of Administration, 522 Robert Boulevard, Slidell, Louisiana 70458 no later than 4:00 p.m. on Monday, the 9th day of March, 2020. Later submission may be considered at the discretion of the Chief:

1. Eight (8) signed hardcopies of their Statement of Qualifications in a sealed envelope, marked Architectural Services and one (1) digitally signed proposal on a CD or Flash Drive, in Microsoft Word format or as a PDF file, marked Architectural Services;
2. The St. Tammany Fire Protection District No. 1 Architect Professional Related Services Questionnaire;
3. A signed cover letter including the company's name, address and primary contact for the qualification proposal. The primary contact information shall include submitter name, telephone, and email address.

Statements of Qualifications shall only be submitted on the St. Tammany Fire Protection District No. 1 form. Interested firms shall obtain an official Request for Qualifications (RFQ) package from Chad Duffaut c/o St. Tammany Fire Protection District No. 1, 522 Robert Boulevard, Slidell, Louisiana 70458, Telephone: (985) 649-3665, or by emailing [cduffaut@slidellfire.org](mailto:cduffaut@slidellfire.org) for information.

Only those firms that have submitted the official RFQ package to the Fire District will be considered. Please note that an affidavit form attached to the Standard form must be completed and submitted with the qualifications package. Failure to submit the required affidavit will result in the rejection of the submittal.

St. Tammany Fire District No. 1 is an Equal Opportunity Employer and encourages all small and minority-owned firms and women's business enterprises to apply.

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Chris Kaufmann, Chief  
St. Tammany Fire Protection District No. 1