

Request for Qualifications
Architectural-Engineering Professional Services
Pontchartrain Housing Corporation I
Renovation of former Blumenthal Print Works Building
905 South Broad, New Orleans 70125

Sealed Request for Qualifications (“RFQ”) responses will be received by The Sulzer Group located at 650 Poydras Street, Suite 2828, New Orleans, LA 70130 by April 8, 2011 5:00 p.m. CST from Architectural/Engineering firms in connection with the renovation of the former Blumenthal Print Works Building to create a new headquarters for the Pontchartrain Housing Corporation I. The existing facility is located at 905 South Broad in New Orleans, Louisiana. The 2-story, approximately 39,000 square foot building was inundated by floodwater from Hurricane Katrina. It is a steel frame, slab on grade building with brick exterior. The project includes the renovation of the interior into a fully functional office space for administration, training and storage.

Scope of Services: Pontchartrain Housing Corp. I is requesting qualifications to provide professional Architectural and Engineering services to provide the following anticipated services in connection with the renovation of the existing facility located at 905 South Broad:

- Schematic Design
- Design Development
- Construction Documents
- Final Specifications
- Cost Estimating at each Design Phase
- Contract Administration

The prime design team should have the following licensed/registered disciplines and associated specialty fields as members of the team with expertise in their respective fields:

- Architects
- Structural Engineers (including expertise in disaster resistance)
- Mechanical, Electrical and Civil Engineers
- Geotechnical Engineers
- Interior designers

Additional specialty consultants may also include Security and CCTV systems specialists, Information Technology/Communications specialists, acoustic specialists, and cost estimators with experience in the planning and design of similar facilities.

All aspects of the design shall meet current codes and standards. Space layout and interior design shall meet current space planning guidelines to optimize efficiency. All building components and utilities shall be designed to incorporate hurricane mitigation as well as other relevant safety and security guidelines.

The experience of the design team in this post-Katrina construction environment is critical. Emphasis will be placed on firms demonstrating the following:

- In-house architectural services with expertise in the design of similar state-of-the-art facilities
- Qualifications of each member of the proposed design team be clearly delineated and include those individuals whose involvement will be critical to the successful execution of the envisioned project
- A planned approach to perform contract services including a general timeline/schedule of activities to be accomplished
- Experience in the procurement of FF&E
- Experience in designing facilities of similar scope and utilizing Federal Public Assistance funds
- Project organizational chart
- Methodology/philosophy/approach to problem solving
- The team's quality assurance/quality control procedures
- A working office within 50 miles of New Orleans and licensed in the State of Louisiana
- Cost estimating capabilities
- Three references

In preparation of your response to this Request for Qualifications, it is recommended that your firm clearly respond to the scope of services and qualifications criteria outlined above. Only firms demonstrating the above capabilities will be considered.

The envisioned project's construction budget is approximately \$5 million for the renovation of the facility. Design services are to be completed on an expeditious schedule with all required zoning requirements and permitting to be completed by the selected firm. Construction activities are anticipated to begin by the fourth quarter of 2011.

It should be noted that the final agreement will be an industry standard document and that all fees will be negotiated within the local, state and federal (including but not limited to FEMA) guidelines. The basis of the selection of a firm will be on the qualifications presented and the firm's likelihood to meet or exceed the expectations of Pontchartrain Housing Corp. I. In addition, professional liability insurance covering the work involved will be required in the amount of \$1,000,000 minimum. This will be required at the time the designer's contract is signed. Proof of coverage will be required at that time.

The following criteria will be used to evaluate each proposal:

1. Related experience/past performance and team qualifications – 25%
2. Planned approach to the project and demonstration of timeline/schedule – 20%
3. Experience with disaster-related projects and similar renovated facilities – 20%
4. Knowledge of applicable federal, state or local guidelines/codes – 15%
5. Methodology and problem solving – 10%
6. Quality assurance plan & procedures – 10%

A committee appointed by Pontchartrain Housing Corp. I will undertake the evaluation of the qualifications presented. It is the charge of this committee to make a recommendation to the Board of Directors for final approval. It is envisioned that Pontchartrain Housing Corp. I will act upon the recommendation of its committee by April 15, 2011.

Please submit 5 original hard copies and a CD containing a PDF of the Qualifications Statement to:

The Sulzer Group
Attn: Chad Ermel
650 Poydras Street, Suite 2828
New Orleans, LA 70130

If you have any questions concerning the scope of the proposed project or would like to visit our existing building, please contact Chad Ermel via email, chade@sulzergroup.com, for an appointment.

Please note that it is the intention of Pontchartrain Housing Corp. I to award this professional services agreement to the firm which best demonstrates its professional expertise and has a history of successful completion of similar projects. The award of this professional service contract is purely at the discretion of Pontchartrain Housing Corp. I. Pontchartrain Housing Corp. I is an Equal Opportunity Employer. We encourage all small and minority-owned firms and women's business enterprises to apply.