



Housing Authority of Florence

Post Office Drawer 969 / 2640 West Palmetto Street
 Florence, South Carolina 29503
 Phone (843) 669-4163 / TTY (800) 877-8339 / Fax (843) 679-2626

**SOLICITATION FOR ARCHITECTURAL/
 ENGINEERING & DEVELOPMENT SERVICES**

The Housing Authority of Florence is soliciting **Request for Qualifications (RFQ’S)**, mailed, emailed, or hand delivered, until **9:00 A.M. EST on Monday, January 23rd, 2023**. Proposals must be clearly marked (**Request for Qualifications - “A & E, & Development Services”** **ATTN: Esperone Huggins**).

This solicitation is for Architectural/Engineering, and Development Services related to any commercial and residential construction projects the HAF may wish to use the services. Unlike sealed bidding, this is a competitive proposal method which permits consideration of technical factors other than price. The contract shall be three (3) years from the date of the award with an option of a one (1) year renewal. The contract will be subject to termination upon thirty (30) days advance notice by either party.

Services are to include all development, architectural, plumbing, mechanical, structural, and electrical engineering related to these projects. Services will also include Civil engineering design for all site layout, streets, curbs, gutters, surveying/staking, and erosion control measures/permitting. This will be an Indefinite Delivery, Indefinite Quantity Contract.

A schedule of fees and list of qualifications is required to constitute an acceptable proposal.

All qualified proposals meeting required terms and specifications will be evaluated using the following criteria below:

Factor Description	Max Point Value
Evidence of firm’s ability to perform the work, as evidenced by profiles of the principles and staff’s professional and technical competence and experience.	20 points
Ability to provide professional services in a timely manner	20 points
Familiarity / experience with low-income public housing programs, LIHTC and local building codes	20 points
References submitted with the proposal.	15 points
South Carolina office location	15 points
Section 3 Plan	5 points
Price	5 points

A contract award will be made in writing to the most qualified, responsive, and responsible bidder as stated in **2 CFR 200.320 (d)(5) in the Code of Federal Regulations**.

Contact Esperone Huggins 843-669-4163 ext. 3380 or email ehuggins@hafsc.org for questions about this solicitation.

The HAF reserves the right to accept or reject any and all proposals presented.

