



**REQUEST FOR QUALIFICATIONS
#PW2023-14
FOUNTAIN OF YOUTH ELKS LODGE #684 INSTITUTIONAL REHAB ARCHITECTURAL
SERVICES**

The City of St. Augustine is soliciting Letters of Interest for qualified firms to perform architecture services for the Fountain of Youth Elks Lodge #684 Institutional Rehab.

Sealed Bids will be received until 2:00 PM EST, on January 12, 2023, at the General Services Department; Lobby D, 4th Floor, City Hall; 75 King Street; St. Augustine, Florida 32084. No facsimile or email Letters of Interest will be accepted. Any Letters of Interest submitted after the time and date for receipt of Letters of Interest will be returned unopened. Bids will be opened, read aloud and recorded promptly at 2:15 PM EST. The sealed Letters of Interest shall be mailed or delivered in person to:

Mailing Address

City of St. Augustine
General Services Department
Attn: Danielle Falkner
P.O. Box 210
St. Augustine, FL 32085-0210

Physical Address

City of St. Augustine
General Services Department
Attn: Danielle Falkner
75 King Street, Lobby D, 4th Floor
St. Augustine, FL 32084

Request for Qualification documents may be obtained from: City of St. Augustine; General Services Department; 75 King Street, 4th Floor, Lobby “D”, St. Augustine, Florida 32084 or by contacting Danielle Falkner, Procurement Specialist II, at dfalkner@citystaug.com. Vendors registered with DemandStar.com, Inc. can download RFQ Package No. PW2023-14 at no cost from their website – www.demandstar.com

The City of St. Augustine reserves the right, which is understood and agreed to by all respondents, to waive any informality in or to reject any or all of Letters of Interest if deemed to be in its best interest. The City also reserves the right to award a contract on such material(s) as the City deems will best serve its interests.

The City of St. Augustine is committed to the opportunity for diversity in the performance of all City of St. Augustine projects. All respondents are encouraged to make good faith efforts to ensure that women- and minority-owned businesses are given the opportunity for maximum participation in the supply and/or construction of the Letters of Interest components.

**CITY OF ST. AUGUSTINE
DEPARTMENT OF GENERAL SERVICES
DANIELLE FALKNER, PROCUREMENT SPECIALIST II**

In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the individual or agency sending notice not later than seven (7) days prior to the proceeding at the address given on notice. Telephone: Danielle Falkner (904)209-4316; or 1-800-955-8771 (TDD) or 1-800-955-8770 (V), via Florida Relay Service.