

LEGAL NOTICE

REQUEST FOR QUALIFICATIONS

Harvard Fire Headquarters Town of Harvard, Massachusetts

The Town of Harvard is seeking the services of a qualified Designer within the meaning of and in accordance with M.G.L. Chapter 7C, Sections 44-57, to provide a Facility Evaluation, Spatial Needs Assessment, Site Selection Study and Identification of Funding opportunities related to the Harvard Fire Headquarters located at 11 Elm Street, Harvard, MA 01451.

The applicant that receives the award presented by this RFQ may also be considered for the final design services contract.

This RFQ is intended to provide a common and uniform set of instructions to guide applicants through the development of proposals. The fee for services for the project will be negotiated by the Awarding Authority and the selected architectural firm or individual. The Town of Harvard, through its awarding authority, reserves the right to cancel this RFQ if it is in the Town's best interest to do so and reject any and all proposals.

General Requirements for Submissions of Proposals

Seven (7) hardcopies plus one (1) electronic copy of proposals should be submitted with all information as required in this Request for Qualifications (Submission Requirements) and any supplementary materials, if desired, to the Town of Harvard. Proposals shall be submitted in a sealed envelope marked as "RFQ for Design Services-Feasibility Study-Harvard Fire Headquarters" and addressed to Marie Sobalvarro, Assistant Town Administrator, 13 Ayer Road, Harvard, MA 01451, no later than 2:00 p.m. Thursday, April 4, 2019.

Questions regarding this RFQ may be directed to:

Marie Sobalvarro
Assistant Town Administrator
Town of Harvard
13 Ayer Road / Harvard MA 01451
978-456-4100 x220
msobalvarro@harvard.ma.us

[3/15/19]