



City of Palm Coast

160 Cypress Point Parkway, Suite B-106
Palm Coast, FL 32164
Tel (386) 986-3730

The City of Palm Coast, FL will receive **Sealed RFQ submittals up to 2:00pm on March 2, 2011** at the Purchasing Office of the City of Palm Coast, 160 Cypress Point Parkway, Suite B-106, Palm Coast, FL 32164 for the following:

REQUEST FOR QUALIFICATIONS RFQ-CP-11-03 - Palm Coast City Hall Construction Management Services

The City of Palm Coast is accepting qualification proposals from construction management firms for the construction of a City Hall facility. The City of Palm Coast is seeking professional construction management services with qualified staff for the construction of a new 40,000 SF (approx.), 2-story LEED Certified Building with a construction budget of \$8,300,000.00 (approx.).

RFQ Submittals must be addressed as follows for both Mail and Hand Deliveries:

City of Palm Coast
Purchasing & Contracts Management Division
160 Cypress Point Parkway, Suite B-106
Palm Coast, FL 32164

Responses to this RFQ must be submitted utilizing the Required Submittals packet in order to be accepted. Copies of the RFQ and the Required Submittals packet may be obtained from Brian Rothwell, Purchasing Manager, City of Palm Coast, 160 Cypress Point Parkway, Suite B-106, Palm Coast, FL 32164, telephone 386-986-3730 or from the City's website: www.palmcoastgov.com/government/departments/purchasing.

All prospective Proposers are hereby instructed not to contact any member of the City of Palm Coast City Council, City Manager, or City of Palm Coast staff members, other than the noted contact person(s), regarding this bid at any time prior to the RFQ having been formally presented to, and voted on by, the City Council. Any such contact shall be cause for rejection of the RFQ.

Please be sure to include your company's name, address and phone number, as well as the RFQ name and number, on the outermost envelope.

RFQ submittals received after **2:00pm on March 2, 2011** will be returned to the sender unopened. FAX or telegraphic submittals will not be accepted.

The City reserves the right to accept or reject any or all submittals with or without cause, to waive technicalities, or to accept the submittal which, in its judgment, best serves the interest of the City. Persons with disabilities needing assistance to participate in any of the proceedings should contact the City Personnel Office ADA Coordinator at 386-986-3718 at least forty-eight (48) hours in advance.