



LEGAL NOTICE
CITY OF MEDFORD

REQUEST FOR QUALIFICATIONS (RFQ)
RFQ 24-0167

ON-CALL ARCHITECTURAL AND INTERIOR AND DESIGN HOUSE DOCTOR SERVICES

The City of Medford, Massachusetts is seeking qualified architectural and consulting firms to provide on-call professional services related to architectural, engineering, Interior Space Planning, and other related professional services to be provided on an "on-call" basis. Covered services shall include but not limited to schematic, contract drawings and documents, bidding, inspections, and construction administration for the projects for the city and school department. The firm must be licensed and lawfully engaged in providing these services in the State of Massachusetts.

This project is being Electronically Bid (E-Bid). All proposals shall be submitted online to www.BidNetDirect.com prior to **November 29, 2023, at 1:00 pm**. You can register to become a proposer online (for free) at www.BidNetDirect.com. In addition, four (4) paper copies must be submitted to Ms. Fiona Maxwell, Chief Procurement Officer, 85 George P. Hassett Drive, Medford, MA 02155 in a sealed package, clearly marked "RFQ 24-0167 On-Call Architectural and Consulting Services".

Proposal Documents will be available **Monday October 30, 2023**, online at <https://www.bidnetdirect.com/massachusetts/cityofmedford>. All plan holders must have an active online account on www.bidnetdirect.com to acquire documents, receive project notifications, and to submit your proposals electronically.

Each Proposal shall be submitted in accordance with the Submission Requirements contained in the RFQ. It is the responsibility of prospective proposers to check www.bidnetdirect.com for new information via any addenda or modifications to this solicitation. Addenda will be emailed to all plan holders registered with BidNetDirect.

This RFQ is issued in accordance with, and subject to, the Massachusetts Designer Selection Law, G.L. c. 7C, §§44-58, inclusive. The award of any contract hereunder is subject to the appropriation and availability of funds. Proposals and awards under this RFQ are exempt from state procurement laws in accordance with M.G.L. c. 30B, §1(b)(32A). The City of Medford reserves the right to accept any proposal, in whole or in part, to reject and/or all proposals and to waive minor irregularities and/or informalities as it deems to be in the best interest of the City.

The City is an Equal Opportunity Employer and encourages MBE/WBE/DBE participation in response to this RFQ process.

Fiona Maxwell, Chief Procurement Officer