

**The City of Bismarck Public Works Department
REQUEST FOR QUALIFICATIONS
for
ARCHITECTURAL SERVICES
LANDFILL COLD STORAGE BUILDING**

The City of Bismarck (City) Public Works Service Operations is accepting written qualifications from professional architectural firms for the following:

The City of Bismarck has identified a need to construct a 50' X 100' Cold Storage Building at the Landfill. The successful applicant will provide consulting services for design, contract documents preparation, bidding and contract administration for the construction of a Cold Storage Building located at the Bismarck Municipal Landfill, 2111 N 52nd Street, Bismarck, ND 58501.

SCOPE

The new facility will be located at 2111 N 52nd Street, Bismarck ND 58501. The new facility must meet the following specifications:

- 50' X 100' Cold Storage Building
- Steel or Wood Buildings acceptable
- Side Wall Height capable of accommodating 18' high overhead doors
- 2 - 22'X18' Overhead Doors with Commercial Grade Openers
- 2 - 36" Walk in Doors
- Design lighting and electrical needs for the building
- Building to meet local building codes

TENTATIVE SCHEDULE

Proposals Due – 3:00 PM CT on Monday, December 1, 2025

Signed Contract – January 30, 2026

Bid Project –Spring 2026

Construction Starts - Summer 2026

Project Completion – Late Summer 2026

SITE VISIT: No formal site visit is currently planned for this project, however, if you would like to look at the building site location, please reach out to Toby Sheldon at 701-355-1782 to arrange a time to look at the site.

QUALIFICATIONS STATEMENTS DUE: 3:00 PM on Monday December 1, 2025

Submit three (3) hard copies and one digital copy of proposal to:

Mail or deliver documents:

Public Works Service Operations

Attn: Steve Salwei, Public Works Service Operations Director

Mailing Address: PO Box 5503, Bismarck, ND 58506-5503

Physical Address: 601 South 26th Street, Bismarck ND 58504

Written proposals shall address the firm's experience and ability to perform the defined services in a timely manner. Written proposals shall be limited to a maximum of 20 single-sided or 10 double-sided pages on standard letter (8-1/2x11) paper using size 11-12 font. The primary items for consideration will be, but not limited to, the firm's:

1. Technical capabilities of Firm and of proposed project team
2. Experience and performance of Firm and of proposed project team

3. Understanding of project and proposed work approach
4. Knowledge of regulations and local conditions
5. Ability to respond in a timely manner
6. Availability of qualified personnel.
7. Experience with similar type of projects.

The architect will be selected based upon Statements of Qualification. A selection committee will rank the proposals and recommend a single firm to the Board of City Commissioners. A detailed scope of work will be developed, and the fee will be negotiated with the selected firm. Failure to reach an agreement acceptable to the City of Bismarck will result in negotiation with the second most qualified firm. A professional services agreement will be executed with a single firm.

The City reserves the right to reject any or all proposals or inquiries, waive any informality in the process or to accept any response it may deem to be in the best interest of the City.