

REQUEST FOR QUALIFICATIONS ARCHITECTURAL SERVICES

The city of Waynesboro is seeking an architectural firm or individual architect to provide architectural and design services for its Community Development Block Grant application. The award of the architectural contract for this project is contingent upon the grant being funded by the Georgia Department of Community Affairs. Responding firms should be technically qualified and licensed to provide the design and inspection services for local state and federally funded projects including architectural services and programs.

Procedures for the selection of an individual/firm will be in accordance with the RFQ package and local procurement requirements, as well as the requirements of the Uniform Administration Requirements (“the common rule”) 24 CFR Part 85.36 and the Georgia Community Development Block Grant Program Recipients Manual. This is a Section 3 contract opportunity. This agreement is for services related to a project that is subject to the Build America, Buy America Act (BABAA) requirements under Title IX of the Infrastructure Investment and Jobs Act (“IIJA”), Pub. L. 117-58.

The City reserves the right to request additional information from any consultant submitting under this RFQ if the City deems such information necessary to further evaluate the consultant’s qualifications. The City reserves the right to interview any consultant submitting under this RFQ. The City reserves the right to waive informalities and minor irregularities in submittals and reserves the sole right to determine what constitutes informalities or minor irregularities. Consultants shall be responsible for all costs associated with consultant’s submittal.

The City reserves the right, in its sole discretion, to reject all submissions, reissue a subsequent RFQ, terminate, restructure or amend this procurement process at any time. Evaluation criteria contained herein shall be used in evaluating qualifications. The City may contact any consultant after receiving its submittal to seek clarification of any portion thereof. The City reserves the right to request additional information from any consultant if the City deems such information necessary to further evaluate the consultant’s qualifications. In the event the City elects to negotiate a contract with a selected consultant, the City reserves the right to negotiate the terms and conditions of the contract, including, but not limited to scope, role, price, and staffing which may be in the best interests of the City.

All qualifications will be evaluated in terms of project approach, timing, experience, quality of work, and capacity of performance. Past performances on local government construction projects will be assessed in terms of timeliness, completing work within budget, and quality of work.

Interested parties are invited to secure a Request for Qualifications packet by calling Nicee D. Long, Director Center for Community Development, 706-651-7301 or emailing nlong@csrarc.ga.gov.

Request for Qualifications proposals are due no later than 4:00 P.M., Monday, December 8, 2025. Three copies of the proposal are required. Two (2) hard copies of the proposals submitted by mail should be addressed: Nicee D. Long, Director Center for Community Development, CSRA Regional Commission, 3626 Walton Way Ext. Suite 1, Augusta, GA 30909. One (1) digital copy of the proposal submitted by email, nlong@csrarc.ga.gov. Request for Qualifications received after 4:00 P.M. on December 8, 2025 will not be considered.

The City of Waynesboro reserves the right to accept or reject any or all proposals. The City of Waynesboro is an Equal Opportunity Employer.

James Jones
Mayor

