

NOTICE & SCHEDULE OF EVENTS
REQUEST FOR PROPOSAL NO. 2022-154
ARCHITECTURAL SERVICES FOR WATER POLLUTION CONTROL FACILITY ADMINISTRATION
BUILDING RENOVATION

The City of Ames Iowa Water and Pollution Control Department is soliciting proposals from well-qualified consultants for Architectural Services necessary for the renovation of the WPCF Administration Building. The goal of this project is to renovate the Administration Building to provide an efficient and effective use of the space for decades to come. Aesthetically pleasing, durable, and low maintenance finishes throughout the building should be considered throughout the design.

PROPOSALS will be accepted by the City of Ames until 2:00 PM CDT on May 27, 2022. Proposals are to be delivered to City of Ames, Purchasing Division, c/o Karen Server, Purchasing Manager, 515 Clark Ave, Ames, IA 50010 referencing: Request for Proposal 2022-154, Architectural Services for the Water Pollution Control Facility Administration Building Renovation.

Once proposals have been thoroughly evaluated, the winning proposal will be presented to the approving authority for action thereon.

The Request for Proposal documents can be obtained by emailing Karen Server at karen.server@cityofames.org.

Questions and requests for clarification of requirements for these services are encouraged. All questions and requests for clarification are to be submitted to Karen Server at karen.server@cityofames.org.

The contract schedule represents the City's best estimate of the schedule that will be followed. If a component of this schedule is delayed, the rest of the schedule will be shifted accordingly.

The approximate contract schedule is as follows:

Issue Request for Proposal:	April 29, 2022
Proposals Due:	May 27, 2022, at 2:00 PM
On-site Interviews:	Week of June 6, 2022
Contract Award by City Council:	July 5, 2022

The City of Ames Purchasing Division is the only authorized source of proposal documents. Proposal documents obtained from any other source may be incomplete.

It is expressly understood that any costs associated with preparing a proposal shall be at the expense of the Consultant.

The City of Ames does hereby reserve the right to reject any or all proposals, to waive informalities, and to make such awards as it shall deem to be in the best interest of the utility.

END OF SECTION