

## Notice to Respondents

The City of Rosenberg is soliciting sealed statements of qualifications from qualified firms for Environmental Review Services for Fire Station #1 Reconstruction Project.

Sealed Statements of Qualifications must be submitted electronically or received by the City Secretary's Office no later than:

2:00 pm, Thursday, February 15, 2024

All sealed statements of qualifications must be received either electronically or at the designated location by the deadline shown. SOQs received after the deadline will not be considered for the award of the contract and shall be considered void and unacceptable.

All statements of qualifications will be opened, and respondents' names publicly read aloud promptly in the City Hall Council Chamber, at 2110 4th Street, Rosenberg, Texas 77471, at 2:00 pm, Thursday, February 15, 2024.

To obtain a copy of the Request for Qualifications or submit an electronic response please visit:

<https://procurement.opengov.com/portal/rosenbergtx>

If a Respondent chooses to submit via Hard Copy, it must be delivered in a sealed envelope with a return address and clearly marked "City of Rosenberg Request for Qualifications (RFQ No. 2024-12Q). DO NOT OPEN IN THE MAIL ROOM." The respondent's firm name shall appear on the outside of the envelope.

Submit Hard Copy Responses to:

City of Rosenberg

City Secretary's Office

2110 4th Street \* P.O. Box 32

Rosenberg, Texas 77471

RFQ No. 2024-12Q – DO NOT OPEN IN MAIL ROOM

The point of contact for this solicitation is City of Rosenberg Procurement Manager Blake Skiles, NIGP-CPP, CPPB, CPPM, CPP, CPC. Should you have any questions or require additional information or clarification on information contained in the RFQ, please submit your questions via OpenGov Procurement at the website listed above no later than 5:00pm on Friday, February 9, 2024.

The award will be made to the respondent who is determined to be most qualified by the City.

Danyel Swint, TRMC, City Secretary