REQUEST FOR QUALIFICATIONS

Hope Center Nonprofit Hub and Neighborhood Community Center
1110 North 1st Avenue, Lake Charles, LA 70601
RFQ No. GSMCDF -1
Professional Architectural/ Engineering Services for a Building Project

The Greater Saint Mary Community Development Foundation (the "Foundation") is requesting Statements of Qualifications (SOQs) from qualified Architectural/ Engineering (A/E) firms to provide professional design and construction administration services for the Hope Center Nonprofit Hub and Neighborhood Community Center, a new public facility that will house nonprofit service providers, a shared-use commercial kitchen and commissary, and community meeting space, and will serve as a disaster recovery staging location. SOQs will be received by the Foundation at 1401 Moeling Street, Lake Charles, LA 70601, or by email at thehopecenter2026@gmail.com, until Wednesday, November 18, 2026, at 12:00 noon CST/CDT. SOQs received after that time will not be considered.

The Project is funded with Community Development Block Grant – Disaster Recovery (CDBG-DR) funds allocated by the U.S. Department of Housing and Urban Development (HUD) to the City of Lake Charles under Public Law 117-43 (DR-4606) and provided to the Foundation as a subrecipient of the City. Contract award is subject to the City's approval. The selected firm will provide services including programming, cost estimating, schematic design, design development, construction documents, bid-phase services, construction administration, resident inspection, and project closeout, as described in the RFQ package.

The selection of a firm will be conducted using qualifications-based selection in accordance with the federal procurement standards at 2 CFR §§200.317–200.327, including §200.320(b)(2)(iv), and the requirements of the CDBG-DR program. Price will not be used as a selection factor. All responses received will be evaluated in accordance with the selection criteria and corresponding point system identified in the RFQ package, which also identifies the scope of services to be performed. The Foundation will begin negotiations with the respondent obtaining the highest score in the evaluation process and will award the contract to that firm if fair and reasonable compensation can be negotiated.

Respondents must have an active registration in SAM.gov and must not be debarred, suspended, or otherwise excluded from participation in federally assisted programs. The contract will be subject to federal requirements including 2 CFR Part 200, Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 75), and other applicable CDBG-DR requirements. Written questions must be submitted to the contact below by Thursday, November 5, 2026, 10:00 am CST/CDT.

The Foundation is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, veteran status, political affiliation, or sexual orientation in employment or the provision of services. Section 3 Business Concerns, Minority Business Enterprises, Small Business Enterprises, Women Business Enterprises, Veteran-Owned businesses, and labor surplus area firms are encouraged to submit qualifications. Persons requiring reasonable accommodation to respond to this solicitation should contact the person listed below.

The Foundation reserves the right to waive any informalities or to reject any and all SOQs. All requests for the full RFQ package must include the project name as listed above.

To request the full RFQ package, please contact: Angelia Lewis-Stewart at thehopecenter2026@gmail.com, (337) 433-0122. The RFQ package is also available at https://www.gsmmbc.net. SOQs may be hand-delivered or mailed to:

Greater Saint Mary Community Development Foundation
Attn: Angelia Lewis-Stewart
1401 Moeling Street
Lake Charles, LA 70601

Nov 7, 1t
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Notice Cost- $238.22