

## LEGAL NOTICE

The City of Meriden is accepting Letters of Qualification for:  
RFQ019-07 - Design Professionals for Roofing Replacement on Hanover Elementary School

Letters of Qualification will be accepted at the Purchasing Department, 142 East Main Street - Room 210, Meriden, CT 06450-8022 until **4:00 P.M.**, on **October 2, 2018.**

The project is a 73,490 Sq Ft roof replacement at Hanover Elementary School, 208 Main Street, South Meriden. The existing roof, which is a combination of asphalt shingle and modified bitumen, has a history of systemic failures which need to be addressed as part of this project.

The Architect must demonstrate extensive experience in all facets of roofing replacement, including but not limited to, bid documents and construction administration. They must also have prior experience in managing roofing projects in occupied public schools in the State of Connecticut. Experience must include Clerk of the Works services. Successful experience with the State of Connecticut Department of Administrative Services, Office of School Construction Grants and Review is required.

Firms qualified to perform the required services on the above project are encouraged to submit a proposal, together with general information on the firm, the firm's brochure, along with a resume of key personnel who will be in charge of the project and who will be directly responsible for the daily activities in the various fields of expertise required to accomplish this project. **Six (6) copies** of Letters of Qualification for each project must be submitted.

The firm must meet all municipal, state and federal affirmative action and equal employment opportunity practices.

Minority owned consulting firms are invited to submit their qualifications independently or as a joint venture with other consultants for the entire assignment.

Additionally, all interested firms shall submit a detailed statement indicating the organizational structure under which the firm proposes to conduct business. Proposed sub-consultants, sub-contractors, joint ventures, etc. should be clearly identified. The relationship of any "parent" firm with any of the parties concerned must be clearly defined.

Any additional information can be found on the City of Meriden website [www.meridenct.gov](http://www.meridenct.gov).

Wilma Petro, CPPB, C.P.M.  
Purchasing Officer  
City of Meriden, CT 06450-8022  
Dated: September 18, 2018