Announcement of Solicitation

Architectural Design Services Requirements Contracts
Request for Qualifications
Project Number: CITYW-CUCF-01-15

The City University Construction Fund (CUCF), on behalf of the City University of New York (CUNY), is seeking firms to provide one or more of the following design services at CUNY’s various sites and facilities on an “as needed” basis: Architectural Design Services, Building Envelope Design Services, Historic Preservation Design Services, Landscape Design Services, and Signage and Interpretation Design Services. Selected firms will, as the need arises, be considered for project specific task order assignments issued by CUNY subsequent to contract execution.

Firms selected through this solicitation will execute contracts with the City University Construction Fund on behalf of the City University of New York. A three (3) year contract term with a three (3) year option to renew is anticipated, subject to all required internal and external oversight approvals and contingent on the availability of funds. It is further anticipated that each contract would have a not-to-exceed amount of $4.95 million for all assigned task order services. It is anticipated that contracts will be awarded to approximately thirty (30) firms.

A copy of the solicitation that more fully describes the project, process, submission requirements, evaluation criteria, timeline and contact information is available for downloading at www.cuny.edu/cunybuilds starting on March 31, 2015 at 12:00 Noon, and is also available for in-person pick-up in a CD/DVD format during regular business hours at The CUNY Office of Facilities Planning, Construction and Management, Procurement Services, 555 West 57th, 16th Floor, New York, NY 10019. Submissions are due Tuesday, April 28, 2015 at 12:00 Noon. Questions pertaining to the solicitation are due by Tuesday, April 7, 2015 by 5:00 PM and should be submitted to cuny.builds@cuny.edu with the Project Name and Project Number in the Subject Line.

The selection of a firm and submission of additional information will be made consistent with applicable laws and procedures. The overall contract goal for Minority and Women-owned Business Enterprises (MWBE) participation is 30%: 18% for Minority-owned Business Enterprises (MBE) participation; and 12% for Women-owned Business Enterprises (WBE) participation.