



**REQUEST FOR QUALIFICATIONS  
#23065  
SMART ST. AUGUSTINE DESIGN ENGINEERING SERVICES**

The City of St. Augustine is seeking to select a qualified professional engineering firm to perform Project Development and Environment (PD&E) and System Manager services for the Smart St. Augustine project that was recently awarded a U.S. Department of Transportation FY 2022 RAISE Grant. The scope of services provides for both the PD&E and Systems Manager services which includes a citywide deployment of innovative transportation technologies such as smart parking, bicycle and pedestrian improvements, electric vehicle charging stations and other transportation improvements. This project will include the option to provide the design services for this project.

Sealed Letters of Interest will be received until 2:00 PM EST, on December 12, 2023 at the General Services Department; Lobby D, 4<sup>th</sup> Floor, City Hall; 75 King Street; St. Augustine, Florida 32084. No facsimile or email submittals will be accepted. Any Letters of Interest submitted after the time and date for receipt of Letters of Interest will be returned unopened. Letters of Interest will be opened, read aloud and recorded promptly at 2:00 PM EST or EDT. The sealed Letters of Interest shall be mailed or delivered in person to:

Mailing Address

City of St. Augustine  
General Services Department  
Attn: Danielle Falkner  
P.O. Box 210  
St. Augustine, FL 32085-0210

Physical Address

City of St. Augustine  
General Services Department  
Attn: Danielle Falkner  
75 King Street, Lobby D, 4<sup>th</sup> Floor  
St. Augustine, FL 32084

Request for Qualifications documents may be obtained from: City of St. Augustine; General Services Department; 75 King Street, 4<sup>th</sup> Floor, Lobby "D", St. Augustine, Florida 32084 or by contacting Danielle Falkner, Procurement Specialist II, at [dfalkner@citystaug.com](mailto:dfalkner@citystaug.com). Vendors registered with DemandStar.com, Inc. can download RFQ Package No. 23065 at no cost from their website – [www.demandstar.com](http://www.demandstar.com)

The City of St. Augustine reserves the right, which is understood and agreed to by all respondents, to waive any informality in or to reject any or all of Letters of Interest if deemed to be in its best interest. The City also reserves the right to award a contract on such material(s) as the City deems will best serve its interests.

The City of St. Augustine is committed to the opportunity for diversity in the performance of all City of St. Augustine projects. All respondents are encouraged to make good faith efforts to ensure that women- and minority-owned businesses are given the opportunity for maximum participation in the supply and/or construction of the Letters of Interest components.

**CITY OF ST. AUGUSTINE  
DEPARTMENT OF GENERAL SERVICES  
DANIELLE FALKNER, PROCUREMENT SPECIALIST III**

*In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the individual or agency sending notice not later than seven (7) days prior to the proceeding at the address given on notice. Telephone: Danielle Falkner (904) 209-4316; or 1-800-955-8771 (TDD) or 1-800-955-8770 (V), via Florida Relay Service.*