

**CITY OF GRETNA**  
740 2<sup>nd</sup> Street  
Gretna, LA 70053

**REQUEST FOR QUALIFICATIONS**  
for  
**PROFESSIONAL DESIGN AND GRANT MANAGEMENT SERVICES**  
for  
**GRETNA RESILIENCE DISTRICT – 25<sup>TH</sup> STREET CANAL SUB BASIN  
IMPROVEMENTS**

The City of Gretna hereby issues a Request for Qualifications (RFQ) for a design/engineering and grant management firm that possesses professional design credentials and FEMA grant management experience for the following purposes: (1) complete the design/permitting; (2) administer and implement the construction engineering/inspection of the project; and (3) oversee all grant management and compliance for the **Gretna Resilience District – 25<sup>th</sup> Street Canal Sub Basin Improvements**, a project funded by FEMA and DOTD.

Interested parties are invited to secure a Request for Qualifications Packet from City of Gretna by emailing a request to [mmartinec@gretnala.com](mailto:mmartinec@gretnala.com).

Responses received will be evaluated in accordance with the evaluation criteria identified in the Request for Qualifications Packet. That Packet also identifies the scope of services to be performed by the selected firm.

Firms submitting a response shall provide a submittal package following a format based on the designated evaluation criteria. Applicants shall include sufficient information about the firm's qualifications which demonstrates the necessary capabilities for implementation of the proposed project.

**Qualification response must be submitted in PDF format per the instructions in the Packet to [mmartinec@gretnala.com](mailto:mmartinec@gretnala.com) by 10 a.m. on June 26, 2020.**

City of Gretna is an Equal Opportunity Employer. Small and minority-owned firms, women's business enterprises, and Section 3 businesses are encouraged to apply. Persons requiring reasonable accommodation to respond to this solicitation are requested to contact Matthew Martinec at (504) 363-1568 to discuss their needs.

**/S/ BELINDA C. CONSTANT**  
**MAYOR**  
**CITY OF GRETNA**  
**STATE OF LOUISIANA**

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