**THE HOUSING AUTHORITY OF PLAINFIELD**

**REQUEST FOR PROPOSALS**

**ARCHITECT ANDENGINEER SERVICES A&E FIRM**

The Housing Authority of Plainfield (HAP) is seeking proposals from qualified Architect and Engineer specializing in Construction matters in New Jersey. The selected firm will provide A&E services for a one-year period, from May 1, 2025, through April 30, 2026. The contract may be extended for an additional year at the discretion of the Authority. Annual compensation shall not exceed $60,000.

A detailed scope of services and general requirements can be obtained from the Housing Authority of Plainfield at 510 East Front Street, Plainfield, NJ 07060, between 9:00 AM and 4:00 PM. For inquiries, please call (908) 769-6335. Or Email to procurementbid@hap-nj.org.

**Key Responsibilities:**

* Provide **architectural and engineering design services** for new construction, renovations, and infrastructure improvements.
* Conduct **feasibility studies, site assessments, and conceptual planning** for proposed projects.
* Develop **detailed construction documents**, including drawings, specifications, and cost estimates.
* Ensure compliance with **local, state, and federal building codes and regulations**.
* Provide **construction administration services**, including site inspections, progress reporting, and issue resolution.
* Perform **structural, mechanical, electrical, plumbing, and civil engineering assessments** as required.
* Collaborate with stakeholders to ensure project goals align with community and organizational needs.
* Identify and mitigate potential risks through **value engineering and cost control strategies**.
* Utilize sustainable design principles to support **energy-efficient and environmentally responsible development**.

**Qualified A&E Services must:**

* Licensed **Architectural and/or Engineering firm** with experience in public and/or private sector projects.
* Specialize in architecture and Engineer
* Have a minimum of seven (7) years of experience
* Be well-versed in New Jersey Construction laws
* Maintain at least $1,000,000 in professional liability insurance

Proposals will be evaluated, rated, and ranked based on the criteria outlined in the Request for Proposals (RFP). The contract will be awarded to the firm deemed most advantageous to the Housing Authority. HAP reserves the right to reject any or all proposals.

**Submission Requirements:**
Firms must submit one original and two copies of their proposal to the Administration Office at 510 East Front Street, Plainfield, NJ, no later than **11:00 AM on April 10, 2025**.

All proposals must comply with **PL 1975 C.127**, Affirmative Action, and Equal Employment regulations in accordance with applicable state and federal laws.

**Randall Wood**
Executive Director
Housing Authority of Plainfield