



Request for Proposals

Needs Assessment and Pre-Design Layout Services

For Bloomington Fire Stations 2, 3, 4, 5, and 6

For the City of Bloomington, MN

The City of Bloomington is seeking Proposals from qualified Consultants having experience in the area of fire station needs assessments, planning, and preliminary pre-design layout services to complete a needs assessment and pre-design layout for each of the City's Fire Station Nos. 2, 3, 4, 5, and 6, individually. This Request for Proposal (RFP) describes the services involved and the process for selecting the firm to be awarded a contract.

Copies of this Request for Proposals are available from the City's Purchasing Office; **to receive a copy of the RFP, email Purchasing@BloomingtonMN.gov.**

Interested Consultant shall submit six (6) printed copies, and one (1) electronic copy (Microsoft Word or Adobe Acrobat format preferred) on CD or zip drive of the Proposal not later than **11:00 A.M., CST, Thursday, December 8, 2016**. Late proposals will not be accepted. No responses will be accepted via facsimile or email.

Proposals must be submitted to Heather Forcier Boettcher, Purchasing Agent at 1800 West Old Shakopee Road, Bloomington, Minnesota 55431. Proposals must be sealed in a mailing envelope or package and clearly identified as **"City of Bloomington, MN, Proposal for Fire Station Needs Assessment and Pre-Design Layout"** with the vendor's name and address clearly printed on the outside.

The City of Bloomington reserves the right to reject any or all proposals, to waive informalities, to award the contract in whole or in part, and to award to the vendor the City determines is in the City's best interest.

CITY OF BLOOMINGTON

Heather Forcier Boettcher
Purchasing Agent