

**REQUEST FOR QUALIFICATIONS
FOR PROFESSIONAL SERVICES
FOR
The Town of Persia
Town Hall Feasibility/Planning Study**

The Town of Persia is seeking qualified firms to conduct a **Feasibility/Planning Study** for the Persia Town Hall Building located at 8 West Main Street, Gowanda, New York. The building is listed on the New York State Register of Historic Places and the National Register of Historic Places.

The Town is seeking funds to conduct the Study from the New York State Regional Economic Development Council (NYSREDC) through the State's Consolidated Funding Application process.

The Study will involve the following activities:

- Confirm existing conditions.
- Identify building space program needs.
- Determine potential interior and exterior improvement.
- Estimate total project construction costs.
- Establish the priority and/or phasing of identified renovations.

Three (3) copies of the proposals are to be submitted to John Walgus, Supervisor, Town of Persia, 8 W. Main Street, Gowanda, New York 14070 no later than close of business **Friday, June 10, 2022**.

The following is the content of the statement of qualifications to be submitted to the Town of Persia:

1. Description of the Firm's qualifications including a description of the Firm's related project experience, a list of previous projects that are similar in nature to the proposed Study. Proposal must include project name, description of the work performed, address, and the name and telephone number of a contact person for each project.
2. Lump sum fee for conducting the study and producing a report of findings/recommendations.
3. The statement of qualifications shall be in letter form.

The Town will make its selection based on the following criteria:

1. The Firm's experience and the experience of staff persons to be assigned to the Study.
2. The Firm's fee for conducting the study and producing a report of findings/recommendations.

If you have any questions please contact Persia Town Supervisor John Walgus at 716-532-4042 x. 7 or via email at Johnwalgus@townofpersia.com.