



ST. TAMMANY PARISH

PATRICIA P. BRISTER
PARISH PRESIDENT

NOTICE FOR STATEMENT OF QUALIFICATIONS

St. Tammany Parish is seeking responses for the following:

STATEMENT OF QUALIFICATIONS – PROFESSIONAL SERVICES

Responses will be received by the Department of Procurement, **until 4:30 p.m. CST Friday, December 21, 2018**. All individuals or firms submitting:

- may obtain the current SOQ form at <http://www.stpgov.org/departments/procurement>;
- must submit the SOQ on the Parish provided Statement of Qualifications Form with no additional supporting documentation except for the W-9 and DBE Certification Form;
- must submit the SOQ via email to soq@stpgov.org or on a compact disc to the Department of Procurement, St. Tammany Parish Government, 21454 Koop Drive, Suite 2F, Mandeville, LA 70471; and
- must be submitted **no later than 4:30 p.m., Friday, December 21, 2018**.

SOQs shall **only** be submitted in PDF format via email or compact disc. Due to system specifications, emailed SOQs documentation must not exceed a total of 20MB. Printed SOQs will **not** be accepted. SOQs documents will **not** be accepted after the deadline.

Individuals or firms evaluated as qualified must be Active and “In Good Standing” with the Louisiana Secretary of State and licensed to do business in the State of Louisiana.

All individuals and firms included on the current Pre-Qualified Professional Vendor List will remain on the list. The current list is posted on the Parish website: <http://www.stpgov.org/files/Departments/Procurement/2018Pre-QualifiedProfessionalServicesList-1.pdf>

Procurement Department