

**REQUEST FOR STATEMENT OF QUALIFICATIONS  
FOR  
PROFESSIONAL TRADES SUB-CONTRACTORS**

The City of Shreveport is requesting Statements of Qualification from experienced, professional contractors or contracting firms, and Sub-Contractors to participate in a multi-year federally funded housing program as Rehabilitation Contractors.

Respondents must be certified/licensed by, where applicable, and in good standing with the Louisiana State Contractors Licensing Board, have at least five (5) years experience in the construction industry in either housing rehabilitation services, or new construction. Those interested must be an independent party, and above any suspicion of having a real or apparent conflict of interest with the City of Shreveport. Respondents must be knowledgeable and willing to comply with local procurement requirements and regulations governing federally-funded programs, Southern Building Codes, International Code Council, and other State and local code requirements, HUD's Minimum Property Standards and Housing Quality Standards, American Disability Act accessibility requirements, where applicable, OSHA, EPA, and all applicable provisions of federal, state, and local regulations. In addition, you must adhere to the City's insurance requirements and additional requirements as deemed necessary. Minority and women owned firms are encouraged to apply.

**STATEMENT OF QUALIFICATIONS**

**The SOQ must include a brief history of the firm or organization and a resume' of the principal owner of the business and the superintendent or supervising person in the organization who will be assigned to the projects. If selected as an approved sub-contractor, you will be awarded bids on a regular rotating basis. You must be not debarred from working on any federally funded projects by HUD, and you must be able to provide the necessary licenses, permits, insurance, bonds (when applicable), to bid on work to be performed. You must monitor your job sites and inspect all work performed by your subcontractors. You are responsible for confirming that all work is performed as per work order. All work must be performed in a professional and workmanship like manner. All warranties must be provided for the installation of any appliances, equipment, or materials, Extensive experience and knowledge must be demonstrated in the construction building and trades industry.**

Respondents must provide the following information in the application:

**I. Agency/Company Information**

- A. Contact Name, Address, Telephone Number, Email, Facsimile Number;
- B. History of Business;
- C. Narrative of Qualifications of Business owner;
- D. Number of years' experience working in the construction industry;
- E. Licenses and Certifications;
- F. DUNS Number (<https://www.dnb.com/duns-number.html>).

## **II. References**

- A. Three (3) References you have performed work for, including name, contact address, and phone number
- B. List of suppliers and vendors that you currently have credit with or have provided credit to you;
- C. List of current projects that are currently or have recently been completed;

## **III. Selection Criteria**

A selection committee will review all submissions and references. All responses will be evaluated on the basis of the information requested. They will be scored and ranked with the highest ratings being placed on our rotating list of eligible contractors.

## **IV. Funding**

These funds are administered by the City of Shreveport and made available by the U.S. Department of Housing and Urban Development.

## **V. Questions & Submission**

All responses to the SOQ should be addressed to Mrs. Bonnie Moore, Director; or for inquiries only, contact Marcia Nelson, Interim Bureau Chief of Housing & Business Development at (318) 673-7528. The SOQ should be hand delivered by 4:00 P.M.; or mailed and postmarked on or before, **Friday, December 31, 2021.**

**THE CITY RESERVES THE RIGHT TO REJECT ANY OR ALL STATEMENTS OF QUALIFICATION.**

### **HAND DELIVER**

**City of Shreveport  
Attention: Mrs. Bonnie Moore, Director  
Department of Community Development  
401 Texas Street  
Shreveport, Louisiana 71130  
(318) 673-5900**

### **MAIL TO:**

**P.O. Box 31109  
Shreveport, LA 71130-1109**