

American Embassy Riga
February 10, 2021

To: Architect/Engineer Companies

Subject: Request for Architect/Engineer Qualifications

Architect/Engineer services are needed for the renovation of office building facades & associated waterproofing systems on the existing New Embassy Compound (NEC), Riga, Latvia. We will select an Architect/Engineer firm based on technical qualifications. Firms wishing to be considered for this project should submit the attached Standard Form 330. I have attached instructions for completing this form.

We will evaluate firms based on:

- Relevant, professional qualifications of the firm for the type of work required;
- Specialized experience and technical competence in the type of work required;
- Demonstrated success on similar projects in terms of quality of work and compliance with schedules;
- Capacity to accomplish work;
- Knowledge of locality of project; and,
- Holding all the necessary licenses for Architect/Engineer services.

Please submit a completed Standard Form 330 by **12:00 on or before March 8, 2021**. Resumes of key individuals may be attached to this form.

Sincerely,



Christopher Merriman
Contracting Officer

Enclosed:

- SF 330