

Revised December 16, 2025

The City of Sugar Hill

Request for Qualifications

To Provide

**Construction materials and services for
The Roosevelt Collection
A Cottage Court Development**

RFQ-26-002

Qualifications Due: January 22, 2026

**The City of Sugar Hill
5039 West Broad Street
Sugar Hill, GA 30518**

REQUEST FOR QUALIFICATIONS

The City of Sugar Hill (the Community) is soliciting Statement of Qualifications (SOQs) from qualified firm(s) or organization(s) to provide a company, firm, or consulting team to co-develop and construct an affordable housing project of approximately 25 detached units within the Central Business District. This project will be the City's first venture into affordable housing and anticipates that it will be the first of several such projects. The project will utilize grant funding from Gwinnett County's Department of Housing and Community Development HOME and CDBG funds. The City's Selection Committee ("Committee") will evaluate submitted proposals based upon the identified evaluation criteria and points set forth below, interview as necessary, and award based on the selection criteria established herein.

This Request for Qualifications (RFQ) seeks to identify potential providers for the Scope of Services for the project/contract listed in the proposal packet. Firms that respond to this RFQ and are determined by the Community to be sufficiently qualified and eligible, may be short listed and invited to submit a proposal that outlines their vision for the delivery of this project. The City may also interview these candidates regarding their proposals. The successful candidate will be eligible to negotiate with the City as a Construction Manager at Risk (CMAR) with a Guaranteed Maximum Price ("GMP") [format contract](#). All respondents to this RFQ are subject to instructions communicated in this document and are cautioned to completely review the entire RFQ and follow instructions carefully. The Community reserves the right to reject any or all SOQs or [proposals](#), and to waive technicalities and informalities at the sole discretion of the Community.

To obtain the proposal packet, please email your request to:

curtisnorthrup@cityofsugarhill.com

Your firm will be placed on the proposal holders list and a packet will be emailed to you. Only firms on the proposal holders list will be considered for this opportunity.