

REQUEST FOR QUALIFICATION FOR ARCHITECTURAL/ENGINEERING SERVICES

INTRODUCTION

The Traill County Board of County Commissioners is requesting proposals from qualified architectural firms to provide architectural and engineering services for the remodeling of the current LEC.

PROJECT INFORMATION

The project is to consist of remodeling the current LEC to more efficiently utilize the space and provide additional security to current staff. The project will also include mechanical and electrical upgrades as well as providing ADA / ND DOC compliant design for areas impacted.

SCOPE OF SERVICES

The scope of architectural and engineering services will be for:

- Schematic Design
- Design Development
- Construction Document
- Bidding
- Evaluation of the work

CONSULTANTS

Person or firms, to be considered as the Architect and shall be registered in the State of North Dakota, and shall include civil, structural, mechanical and electrical engineering.

SUBMITTAL REQUIREMENTS AND SECTION CRITERIA

Traill County requests the following material for use in the selection of a professional architectural firm:

1. Past Performance: Submit up to 10 examples of projects include; projects illustrating remodeling to an existing LEC. Include 5 examples of projects of similar scope.
2. The ability of professional personnel and qualifications of the principals and project team members proposed for the project: Provide an organizational chart of the design team, include in-house and out-of-house special consultants. Provide resumes of key personnel.
3. Recent/Current and Projected workload: indicate availability of all personnel and current commitment of persons listed in item 2.
4. Willingness to meet time and budget requirements: Indicate your intent to complete the negotiated work within your negotiated fee and owner's budget of approximately \$950,000.00 . Include general references where your client has been satisfied with the amount of work you delivered for the fee charged. Include a one page spread sheet of budget vs. final costs.
5. It is the counties intent to commence construction during the fall of 2016.
6. Location: Indicate proximity and availability to Traill County.

PROCEDURE FOR SUBMISSIONS

Architects wishing to be considered shall submit seven bound copies of their qualification materials no later than 1:00 P.M (CST). on March 14th , 2016.

END OF REQUEST FOR QUALIFICATIONS

(Please Publish February 27, March 5 & March 12, 2016)