

Request for Qualifications #14-05
Architectural Services for Minor Projects on a Continuing Basis

- RFQ Advertisement was published in papers as required by law, posted to College website and sent to over 50 Architects/Engineers who previously notified Procurement indicating a desire to receive courtesy notifications of upcoming A/E projects;
 - Firms will submit qualifications prior to the established deadline on 8/20/14;
 - Submittals will be evaluated based on criteria that includes:
 - Professional Qualifications/Project Staffing;
 - References/Experience;
 - Methodology;
 - Financial strength; and
 - Submittal of required documents to include verification of insurance and licenses
 - Selected top ranked Firms will be interviewed and evaluated based on criteria that includes:
 - Introduction/Workload;
 - Quality Control/Communication; and
 - Methodology/Schedule
 - The College evaluation team will recommend to the Board of Trustees 1 or more Firms to enter in an agreement(s) for architectural services for projects on a continuing basis in which the estimated construction cost is < \$2 Million for each individual project;
 - Services to be performed college-wide;
 - Selected Firms shall not be required to bid against one another per Statute;
 - When projects arise, Facilities will choose Firm based on Firm's workload, suitability for the specific project and other factors as determined by Facilities;
 - Individual construction projects > \$325K will be taken to the Board of Trustees for approval prior to negotiating/entering into a contract with a selected continuing services Firm.
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