



**Request for Qualifications RFQ No. 16-07
For Architectural Services
City of Kingsville**

INTRODUCTION

The City of Kingsville, Texas (hereinafter referred to as the "City"), invites the submittal of Statement of Qualifications from qualified firms that can provide architectural services for the renovation of a Pump House.

The city may choose to enter into negotiations with the most qualified respondent as determined by the City of Kingsville. Questions regarding this request should be directed to:

Tom Ginter, Director of Planning & Development Services
City of Kingsville
200 E. Kleberg
Kingsville, TX 78363
tginter@cityofkingsville.com

OBJECTIVE

The City of Kingsville is interested in the repurpose and renovation of a Pump House located in the near a multiuse downtown park facility.

SCOPE OF WORK

The chose architectural firm should have experience design work for adaptive reuse of historic structures. The renovated building is to include public restrooms, a viewing area for an antique fire engine, and a storage area. The person or firm chosen will also assist in evaluation of bids, attend pre-construction meetings coordinate with Construction Manager on all invoices, change orders. Provide discretion for questions and concerns form the contractor. Conduct substantial completion inspection coordinate with Construction Manager to create punch list.

STATEMENT OF QUALIFICATIONS

Statement of qualification should include:

- A. Briefly identify your firm, organizational structure and support resources.
- B. List qualifications of key personnel who would be assigned to the project including relative experience.
- C. Provide references for recently completed projects of similar scope (names and phone numbers).
- D. Provide a copy of your current certificate of insurance for professional liability.

EVALUATION

- 25% Firm's experience in performing projects of similar size and scope in Texas;
- 25% Demonstrated strength to perform work, including project team composition, staff qualifications & experience, and adequacy of resources;
- 20% Demonstrated understanding of project scope and approach and proposed methodology to complete project;
- 15% Work performance, including history of performing past projects on schedule and strength of provided references;
- 15% Proposed time line to complete the project;

Deadline for Submission the proposals Tuesday will be received no later than 1:30 pm
April 19, 2016 at the following address:

City of Kingsville
Purchasing Department
200 East Kleberg Avenue 78363
PO Box 1458 78364
Kingsville, TX