

Request for Qualifications (RFQ) Architectural Services on Mental Health Residential Treatment Center Renovation

Midland County

RFQ No: 19MCO543

Date Required: February 22, 2019

Time Required: 10:00 AM, local time

1. INTRODUCTION:

Midland County is seeking to enter into a contract with an Architectural firm for the proposed renovation of its Facility at 509 N. Loraine in Midland, Texas. Additional copies of this Request for Qualifications (RFQ) may be obtained at the Purchasing Agent's Office, Midland County Courthouse, 500 N. Loraine Suite 1101, Midland, Texas 79701, or call 432-688-4872.

In recognition that many people detained in the Midland County Jail suffer from mental health issues and should not be in a regular detention facility, Midland County is looking an architectural firm that can and will design the renovation of an existing building to become a mental health residential treatment center.

2. REQUIRED SITE SURVEY:

A **Required Site Survey** will be held at the current Midland County Mental Health Residential Treatment Center site, just west of the Midland County Courthouse. We will meet at the entrance to the current structure at **10:00am on Friday February 1, 2019** and will promptly begin the survey of the site.

**Midland County Mental Health Residential Treatment Center
509 N. Loraine
Midland, TX 79701**

3. SCOPE OF SERVICES:

Services would include, but may not be limited to:

1. Prepare conceptual designs, drawings, and budget estimates
2. Make presentations to Commissioner's Court
3. Participate in Public Hearings
4. Subject to complete design development
5. Prepare Construction/Renovation and Bidding Documents
6. Bid Analysis and Award Recommendation
7. Construction Administration and Observation

4. REQUEST FOR QUALIFICATIONS:

County is seeking formal submittals and statements of qualifications from firms interested in being considered and evaluated for the Project. The response to the RFQ should include a detailed summary regarding the firm's approach to designing county mental health residential treatment center facilities. The response should also specify not only the firm's experience, but should identify the proposed project staff, and their experience on similar projects.

The response to the RFQ shall include the following information, and should be organized as follows:

1. Letter of Introduction
2. Firm's Approach to the Project
 - a. Design Concepts
 - b. Ability to Meet Schedule Milestones for Design and Construction
 - c. Staffing Considerations
 - d. Life Cycle Costs
 - e. Maintenance Costs
 - f. Provisions for Renovation
 - g. Ability to Meet Budget(s)
 - h. Future System Upgrades
3. Firm/ Team Information
 - a. Individual Firm Information
 - b. Information Regarding Team's Experience Working Together
4. Staff of Firm/ Team for this Project
 - a. Overall Architectural and Engineering Design and Support Staff
 - b. Staff to be assigned to the Project with Role/Responsibility
5. Experience Listing of Five Most Recent Similar/ Mental Health Residential Treatment Center
Projects
 - a. Provide Brief Description of Project and Responsibilities
 - b. Provide Owner Contact Person
6. Experience Listing of Five Largest/ Mental Health Residential Treatment Center Projects
 - a. Provide Brief Description of Project and Responsibilities
 - b. Provide Owner Contact Person
7. Firm's current and known future projects for the next 12 months
8. Project Office and Project Principle Location

Information in your Statement of Qualifications shall be limited to information requested in the list above.

No fees are to be identified, submitted or offered as part of this Statement of Qualifications.

5. SUBMISSION OF QUALIFICATIONS:

Submissions should be made in a sealed package clearly marked on the outside,

Architectural Services, Mental Health Residential Treatment Center Renovation

Company Name

Please submit one (1) original, three (3) copies, and an electronic copy on USB drive of the proposal. It will be the responsibility of the submitting firm to deliver their qualifications to:

Midland County Purchasing Agent
500 N. Loraine, Suite 1101
Midland, Texas 79701

The deadline for submitting your qualifications package is 10:00am on February 22, 2019. Submittals will be time-stamped and logged upon receipt. Qualifications received after this date and time will not be considered and will be returned un-opened. All timely and properly submitted qualifications will be submitted for evaluation.

6. SELECTION:

The Selection Committee will analyze the information and evaluate the firms taking into account qualifications, including, but not limited to, approach to the Project, ability of professional personnel, past record and experience, location, workload of the firms, timeliness of performance and ability to maintain budget considerations.

The Selection Committee may select the Architect based on evaluation of the Qualifications packages, or, at their discretion, produce a shortlist of the most qualified firms and require presentations/ interviews. On the basis of evaluations, presentations and interviews, the Commissioner’s Court will then contact the most preferred firm and proceed to negotiate a contract at fair and reasonable compensation.

7. RIGHTS OF THE CONTRACTING AUTHORITY:

Midland County reserves the right to withdraw this RFQ at any time and for any reason. Receipt of the RFQ materials by Midland County or submission of a RFQ to Midland County confers no rights upon the bidder nor obligates Midland County in any manner. All documents shall be subject to public disclosure under the Texas Public Information Act after the contract is awarded.

All costs associated with the preparation or submittal of RFQs shall be born by the bidder, and no cost shall be sustained by Midland County.

8. CONFLICT OF INTEREST:

No public official shall have interest in this contract, in accordance with Vernon's Texas Codes annotated Local Government Code Title 5, Subtitle C, Chapter 171.

9. QUESTIONS:

If further information is required, please contact the Midland County Purchasing Department. All requests for information must be submitted in writing, and only to the Purchasing Department. Responses to all questions received will be sent to each Contractor/Vendor known to have copies of the RFQ. Requests for information may be emailed to pur103@co.midland.tx.us or can be mailed to Midland County Purchasing Department 500 N. Loraine, Suite 1101, Midland, Texas 79701. All questions are due by **5:00pm on February 6, 2019**. Questions received after that date cannot be responded to.