

COUNTY OF FAIRFAX
DEPARTMENT OF PUBLIC WORKS AND ENVIRONMENTAL SERVICES
Request for Qualifications (RFQ) - Architectural/Engineering Basic Ordering Agreement

THE COUNTY OF FAIRFAX, VIRGINIA, Department of Public Works and Environmental Services is soliciting qualifications from architectural/engineering (A/E) firms to provide professional services for feasibility studies, special design studies, special services, and for design and construction administration of small capital facility projects under Basic Ordering Agreement (BOA). Fairfax County intends to award contracts with a ceiling limit of \$1,500,000 per year each to two firms for BOA work. The amount authorized for any one project shall not exceed \$500,000. Selected firms will be required to perform other miscellaneous design duties and shall have a full service consultant team including mechanical, electrical, plumbing, civil, structural, value engineering, independent cost estimating, HVAC Commissioning, and Special Inspections/Testing. All services will be implemented on a task order (as needed) basis; no specific projects are identified at this time. The contracts will be for a one-year period, with the County's option to renew for two additional one-year periods.

A Selection Advisory Committee (SAC) will review and evaluate all firms on, but not limited to the following qualifications in determining which firms to invite for interviews as well as the two selected firms:

- Qualifications of professional and field staff assigned;
- Experience in providing A/E similar services such as BOA, task order contracts, and or IDIQ to project owners;
- Identification of firm's full service consultant team for support tasks;
- Understanding of federal, state, and Fairfax County codes/ordinances;
- Understanding and previous experience with zoning and permitting requirements in Fairfax County;
- Past performance/references; and
- Firm's work plan and ability to track and meet the individual task order schedules.

The County intends to assign projects under the two BOAs based on the following considerations:

- Value of previous authorized task order work;
- Number of previous task orders assigned;
- Specialized capabilities of consultant and sub-consultant team;
- Previous experience with similar projects;
- Availability of resources; and
- Performance on previously assigned task orders.

The SAC will short-list firms, conduct interviews, and make selection recommendations to the Deputy Director of Department of Public Works and Environmental Services.

Interviews from a short-list of selected firms are projected to be held in December 2012.

Consultant teams that wish to be considered for this BOA must submit five (5) copies of their statements of qualifications to Mrs. Hanif Drzal, Project Manager, Building Design and Construction Division, 12000 Government Center Parkway, Suite 449, Fairfax, Virginia 22035-0052. The statements of qualifications submission must include:

- Statement of Interest;
- GSA Standard Form 330 Part 1 and Part II for the primary firm and all major sub-consultants; and
- List of references with current address and telephone numbers for recently completed services of a similar nature.

All Statements of Qualifications shall be delivered no later than 4:00 p.m., local prevailing time, November 1, 2012. Statements of Qualifications received after this date and time will not be considered. The Statements of Qualifications shall not exceed thirty (30) double-sided sheets or sixty (60) single-sided sheets, including required 330 forms. Fairfax County is committed to protecting the environment; therefore, submittals must be made of paper product only.

Questions related to this solicitation should be directed to Mrs. Hanif Drzal, P.E., Project Manager, Building Design Branch at 703-324-2732 or email Hanif.drzal@fairfaxcounty.gov, TTY: 711.

Fairfax County is committed to paying a living wage to all qualified County employees and encourages contractors and subcontractors involved in all County programs, services, and activities to pay a living wage to their employees.



To request this information in an alternate format, please call Maria Logan, Building Design and Construction Division, Department of Public Works and Environmental Services at 703-324-5800, TTY: 711.