

FAIRFAX COUNTY
DEPARTMENT OF PUBLIC WORKS AND ENVIRONMENTAL SERVICES

Request for Qualifications (RFQ) – Heating, Ventilating, and Air Conditioning (HVAC) and
Electrical Engineering Basic Ordering Agreement

The County of Fairfax, Virginia, Department of Public Works and Environmental Services is soliciting qualifications from mechanical and electrical engineering consulting firms to provide professional services for tasks such as, but not limited to, feasibility studies, special design studies, special services, peer review, HVAC commissioning, certified plans review, value engineering, and for the design and construction administration of small capital facility projects under the Basic Ordering Agreement (BOA). The contract will be established for a one-year period with the County's option to renew for two additional one-year periods. Fairfax County intends to award contracts to two separate firms with a ceiling limit of \$500,000 per year for each of the two BOA contracts. The work under this contract will be performed on various projects; however, no specific projects are identified at this time. Project sites may be located at several locations within Fairfax County. All services will be implemented on a task order (as needed) basis.

A Selection Advisory Committee (SAC) will review and evaluate the qualifications of all firms based on, but not limited to, the following factors:

- Qualifications of professional and field staff assigned;
- Experience with peer review, basic and LEED system commissioning, and trouble shooting of existing systems;
- Experience with value engineering, including participation in value engineering work sessions;
- Identification of firm's full service consultant team, including mechanical (including instrumentation and control), electrical, plumbing, fire protection, commissioning (which could include DDC system integration), Certified Plan Reviewer (M/E/P), and LEED experience and certification;
- Understanding of Federal, State, and Fairfax County codes/ordinances;
- Past performance/references; and
- Firm's work plan and ability to track and meet the individual task order schedules.

Consultant teams that wish to be considered for this task order contract must submit seven (7) copies of their statements of qualifications to Carey F. Needham, Director, Building Design and Construction Division, 12000 Government Center Parkway, Suite 449, Fairfax, Virginia 22035-0052. The statements of qualifications submitted must include:

- Statement of Interest;
- GSA Standard Form 330 Part I 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 projects of a similar nature.

All statements of qualifications shall be delivered no later than 4:00 p.m., local prevailing time, May 20, 2013. Submissions received after this time or incomplete will not be considered. The statements of qualifications shall not exceed sixty (60) pages of data (thirty sheets printed front and back, or sixty sheets of single sided print) including 330 forms. Interviews from a short-list of selected firms are projected to be held in June 2013.

Questions related to this request for qualifications should be directed to Mr. Aaron Koch, P.E., Project Manager, of the Building Design and Construction Division at 703-324-5103, 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.