

FAIRFAX COUNTY
DEPARTMENT OF PUBLIC WORKS AND ENVIRONMENTAL SERVICES

Request for Architect/Engineer Qualifications

The County of Fairfax, Virginia, Department of Public Works and Environmental Services (DPWES) is soliciting statements of qualifications from architectural and engineering consulting firms for design and construction administration services for the McLean Community Center facility located at 1234 Ingleside Ave., McLean, Virginia (Tax Map 30-2 ((6)), Parcels: 26, 27, 28, 31, 32A, & 34).

The scope of work includes renovating a significant portion of the 50,490 square-foot existing facility, along with providing an approximate 10,000 square-foot addition to increase the existing conference capacity, create two dedicated rehearsal halls, expand the main entry, and add a cafe. The addition will require significant site, stormwater management, and utility infrastructure improvements.

The McLean Community Center facility is to remain operational throughout construction requiring phasing of the work. Major disciplines required for this project include architecture, landscape architecture, civil engineering, structural engineering, electrical engineering, mechanical/plumbing engineering, HVAC peer review and commissioning, LEED® team member, value engineering, independent cost estimator, and interior design.

Consultant teams that wish to be considered for this project must submit seven (7) copies of their statements of qualifications to Carey Needham, Director, Building Design and Construction Division, 12000 Government Center Parkway, Suite 449, Fairfax, VA 22035-0052. The qualifications submitted should include all required disciplines noted above. The qualifications submitted should 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 p.m., local prevailing time, November 5, 2013. Submissions received after this time or incomplete submissions 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.

A selection committee will review and evaluate the qualifications based on factors to include the following:

- Technical experience of architect and sub-consultants;
- Experience with similar projects;
- Pertinent experience of project manager for architect and sub consultants;
- Experience in obtaining building permits in Fairfax County;
- Team structure, project management and overall project approach;
- Understanding of the project;
- Quality control plan;
- Past performance on contracts with Fairfax County (if applicable);
- Availability of resources;
- Presentation quality of SF330 and interview; and

- Ability to respond to project site and County offices efficiently.

Interviews from a short-list of selected firms are projected to be held in early December 2013.

The County will conduct negotiations for these services with the top-rated firm for each project or a single firm for both projects. If a satisfactory fee, schedule, and terms can be negotiated with the top-rated firm(s), a contract will be awarded. If not, negotiations with the top rated firm(s) will be terminated in writing and negotiations will begin with the firm ranked next highest, and so on.

Fairfax County retains the option to develop this project under alternate contract approaches through a separate procurement, including Public Private Education Facilities and Infrastructures Act (PPEA), subsequent to the initial design phase(s) under this contract.

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. Further, as part of Fairfax County commitment to protecting the environment, all Statements of Qualifications must be made of paper product only.

Questions related to this request for qualifications should be directed Ben Dronsick of the Building Design Branch, Building Design and Construction Division at 703-324-5135 or TTY: 711.