

**COUNTY OF FAIRFAX**  
**DEPARTMENT OF PUBLIC WORKS AND ENVIRONMENTAL SERVICES**

**Request for Qualifications - Architectural/Engineering  
Basic Ordering Agreement Professional Services  
Addendum 1**

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, peer reviews, and design and construction administration of various capital facility projects under a basic ordering agreement (BOA). Facility types include, but are not limited to, the following: administrative offices, courthouses, fire stations, police stations, libraries, community and recreational facilities, human services residential facilities and clinics, garages, vehicle maintenance facilities, public works facilities, etc.

Fairfax County intends to award contracts for this BOA to up to two firms. The BOA work will have a ceiling limit of \$8,000,000 per year for each contract and the amount authorized for any one project shall not exceed \$2,500,000. Selected firms may be requested to perform other miscellaneous design duties such as value engineering and peer reviews and shall have a full-service consultant team including mechanical, electrical, plumbing, civil, structural, value engineering, independent cost estimating, HVAC commissioning, LEED/Net Zero Energy design/Sustainability, building envelope, traffic consultant, and special inspections/testing. All services will be implemented on a task order basis (as-needed); 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 four additional one-year periods.

Consultant teams that wish to be considered for this BOA must submit six (6) copies of their statement of qualifications to Vrushali Oak, Director, Building Design and Construction Division, Department of Public Works and Environmental Services, 12000 Government Center Parkway, Suite 449, Fairfax, VA 22035-0052. In lieu of the six printed copies of statement of qualifications, the consultant teams may elect to submit electronically to [kamal.mohey@fairfaxcounty.gov](mailto:kamal.mohey@fairfaxcounty.gov). Please note that each email shall include "AE BOA 2026" in the subject line and that it cannot have an attachment over 20MB, so multiple emails may be sent. Once the submission is received, an email will be sent to the consultant team confirming receipt.

The statement of qualifications submitted must include all required disciplines noted above and the following:

- Statement of Interest;
- GSA Standard Form 330 Part I and Part II for the primary firm and all major sub-consultants;
- List of references with current address and telephone numbers for recently completed projects of a similar nature; and
- Request for Protection of Trade Secrets or Proprietary Information form (attached)

All statements of qualifications shall be delivered no later than **4 p.m., local prevailing time, February 18, 2026**. Submissions received after this date and time, or incomplete submissions will not be considered. The statement of qualifications shall not exceed sixty (60) pages of data

(thirty (30) sheets printed front and back, or sixty (60) sheets of single sided print) including 330 forms.

A Selection Advisory Committee (SAC) will review and evaluate the statements of qualifications for all firms based on the criteria listed below. Each criterion will be rated on a scale ranging from 0 to 4, with 0 being unacceptable and 4 being excellent. In addition, each criterion has been assigned a weight factor based on importance with 1 being of low importance. These criteria will be used in determining the short list of firms to invite for interviews.

Criteria:	Scale (0-4):	Weight Factor (1-4):
Identify the full team and provide qualifications of professional and non-professional staff assigned to the BOA, including the sub-consultants, to support the A/E services		4
Demonstrate the team's experience with County building types and/or similar project types		4
Experience preparing feasibility and conceptual design studies		4
Technical expertise on renovation projects		3
Experience with federal, state, and Fairfax County codes/ordinances, zoning (including comprehensive plan amendments, rezoning, and 2232 actions in Fairfax County), and building and site permitting requirements		4
Past performance/references in providing A/E BOA contracts and/or IDIQ's for project owners		2
Demonstrable experience on previous projects developing and incorporating surrounding context and community aesthetic preferences into the building and site design		3
LEED and Sustainability expertise including energy analysis, net-zero experience, and the implementation of sustainability strategies on projects including photovoltaics, etc.		4
Quality, level of completeness, and clarity of the RFQ submission		2
Experience with performing peer reviews of design documents		2
Ability to conduct value engineering sessions and provide appropriate value engineering team members (separate from the cost estimating services)		2
Experience with Construction Manager at Risk (CMAR) delivery method.		2
Availability of resources and firm's ability to track and meet the individual task order schedules		3
Ability of team to respond to project sites within the County and County offices		1

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

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

The SAC will short-list firms, conduct interviews, and make selection recommendations to the Director of the Building Design and Construction Division. Interviews from a short-list of selected firms are projected to be held in March 2026.

The County will conduct negotiations for these services with the top-rated firms that are selected for this BOA. If satisfactory terms can be negotiated with the top-rated firms, a contract with each will be awarded. If not, negotiations with the top-rated firm will be terminated in writing and negotiations will begin with the firm ranked next highest, and so on.

Fairfax County is committed to the “One Fairfax Policy” and its vision of equity in the delivery of programs and services to the community. The 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.

Questions related to this request for qualifications should be directed to Kamal Mohey of the Building Design Branch, Building Design and Construction Division at 703-324-7263 or by email at [kamal.mohey@fairfaxcounty.gov](mailto:kamal.mohey@fairfaxcounty.gov).



To request this information in an alternate format, please call Shegufta Sultana, Building Design and Construction Division, Department of Public Works and Environmental Services at 703-324-2255, TTY 711.