

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

**Request for Qualifications (RFQ) – Mechanical, Electrical and Plumbing (MEP)
Engineering Basic Ordering Agreement Professional Services**

THE COUNTY OF FAIRFAX, VIRGINIA, Department of Public Works and Environmental Services is soliciting qualifications from mechanical, electrical and plumbing (MEP) engineering consulting firms to provide professional services for tasks such as, but not limited to, feasibility studies, special design studies, special services, peer review, commissioning, fire protection system review, value engineering, and for the design and construction administration of various capital facility projects under the Basic Ordering Agreement (BOA).

Fairfax County intends to award contracts for this BOA to up to two firms. The BOA will have a ceiling limit of \$750,000 per year for each contract and the amount authorized for any one project shall not exceed \$250,000. 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 three additional one-year periods.

Consultant teams that wish to be considered for this BOA contract must submit six (6) copies of their statements of qualifications to Vrushali Oak, Director, Building Design and Construction Division, 12000 Government Center Parkway, Suite 449, Fairfax, Virginia 22035-0052. In lieu of hard copy submissions, the consultant teams may elect to submit electronically to the following email address: Ali.Parva@fairfaxcounty.gov. Please note each email cannot have an attachment over 20MB, therefore 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; and
- List of references with current address and telephone numbers for recently completed projects of a similar nature.
- Request for Protection of Trade Secrets or Proprietary Information form (attached)

All statements of qualifications shall be delivered no later than 4:00 p.m., local prevailing time, September 16, 2026. Submissions received after this date and 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 GSA Standard Form 330. Interviews from a short-list of selected firms are projected to be held in October 2026.

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):
Qualifications and identification of firm's full-service consultant team, including mechanical, electrical, plumbing, and fire protection		4
LEED and Sustainability expertise including energy analysis, net-zero experience, and the implementation of sustainability strategies on projects including photovoltaics, geothermal systems, etc.		4
Experience with performing peer reviews of design documents, including reviews for compliance with owner standards, guidelines and other technical requirements		4
Commissioning and troubleshooting experience		3
Experience with value engineering, including the ability to provide experienced appropriate value engineering team members		3
Knowledge of building automation system (BAS) controls and troubleshooting experience		3
Specific experience in obtaining permits within Fairfax County		2
Ability to manage multiple smaller scale projects and meet the individual task order schedules		2
Past performance/references on County projects		1

The County intends to assign projects under the two BOA's 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
- Performance on previously assigned task orders

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

Questions related to this request for qualifications should be directed to Ali Parva, R.A., Project Manager, of the Building Design and Construction Division at 571-407-6812 or by email at ali.parva@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 703-324-5800, TTY: 711.