

PORT OF GRANDVIEW REQUEST FOR STATEMENT OF QUALIFICATIONS FOR ARCHITECTURAL SERVICES

The Port of Grandview is soliciting Statements of Qualifications for Architectural Consulting Services to design a small Administrative Office Building on Port-owned property in Grandview, Washington. Architectural firms interested in submitting qualifications should contact the Port office by phone at (509) 882-9975 or by e-mail at office@portofgrandview.org to request the full RFQ or download it from the Port of Grandview website at <http://portofgrandview.org>.

SCOPE OF SERVICES

A. Services

The conceptual design is for a small office building for which the size has not been determined, including a finished interior of offices, board room, break room, conference room, public restroom facilities, and staff restrooms.

B. Project Goals (as applicable)

- Assist in the determination of the size and location
- Design a facility that minimizes total cost of ownership by designing for low initial cost, low energy consumption and low, long term maintenance cost, and a drought resistant approach to landscaping.
- Selected Architectural Consultant will coordinate with the Port Engineer on engineering for the civil design on the site.
- Provide the Port District an industry standard bid-ready plan set that includes (as applicable):
 - Site plan;
 - Building Plan, including (as applicable):
 - Plumbing and utilities
 - Mechanical: provide HVAC system plan
 - Fire Protection
 - Electrical, including interior and exterior lighting plans
 - Telecommunications
 - Landscape plan
 - Building exterior elevations:
 - Vertical cross sections detailing exterior wall components as well as thermal and weather seal envelope components
 - Structural that includes corresponding foundation design, roof structure, supporting walls and columns; building interior: all floor plans, indicating room names, square footage, ADA Accessibility Requirements
 - Preparation of bid documents and construction management

Firms will be considered for selection based upon the following criteria categories:

- A.** How well the statement of qualifications addresses the request for information.
- B.** Experience of the architectural firm in providing services for Port Districts and other municipal corporations in eastern Washington.
- C.** Overall experience of the architectural firm staff.
- D.** Qualifications and experience of the project manager and project architects.
- E.** Consulting firm's familiarity with the Port of Grandview and the City of Grandview.

STATEMENT FORMAT

- Firm name, address, and telephone number(s).
- Year established and former firms' names.
- Types of services for which firm is qualified.
- Names of principals of the firm and states in which they are registered.
- Names of key personnel with experience of each and length of time in the organization.
- Number of staff available for assignment.
- Outside consultants and associates usually retained.
- List of completed local government projects.

The Port of Grandview is an equal opportunity and affirmative action employer.

Minority and women-owned firms and veteran-owned firms

are encouraged to submit Statements of Qualifications.

(1) Statements must be submitted in a sealed envelope clearly marked:

"RFQ ARCHITECTURAL SERVICES"

(2) Five (5) copies must be submitted with Statement, or it may be rejected.

(3) Statements must be postmarked no later than January 12, 2018, and mailed to:

THE PORT of GRANDVIEW

P.O. BOX 392

GRANDVIEW, WA 98930