

REQUEST FOR QUALIFICATIONS

Twin Falls County (“Owner”) is seeking responses from licensed architectural firms to provide their qualifications to perform design services in accordance with Idaho Code 67-2320. The project that the owner is contemplating is the Theron W. Ward Judicial Building, Remodel and Expansion with Public Health, Safety, and Technological Upgrades to prevent or control the spread of infectious diseases.

Additional information and the Qualification Packet may be picked up at the office of the Twin Falls County Commissioners, 630 Addison Avenue West, Suite 2300, Twin Falls, Idaho 83301 or viewed at www.twinfallscounty.org.

This Request for Qualifications is not a contract or a commitment of any kind by Twin Falls County and does not commit the County to award a contract.

Formal sealed responses to this RFQ will be accepted in the office of the Twin Falls County Commissioners until 5:00 p.m. (MST) January 14, 2022. Proposals received after the deadline will not be considered. All submissions will be opened by the Twin Falls County Board of County Commissioners on January 17, 2022, at 10:00 a.m. in the County Commissioners’ Conference Room, 2nd Floor, 630 Addison Ave. West, Twin Falls, Idaho.

Dated this 20th Day of December 2021.

/s/ Don Hall

Don Hall, Vice-Chairman

ATTEST:

/s/ Kristina Glascock

Kristina Glascock, Clerk

PUBLISH: Thursday, December 23, 2021

Thursday, December 30, 2021

Request for Qualifications

Theron J. Ward Judicial Building Remodel and Expansion with Public Health, Safety, and Technological Upgrades to prevent or control the spread of infectious diseases.

Architect

Return Completed Qualification Packet to:

Physical Address:

Twin Falls County Commissioners
630 Addison Avenue West
Suite 2300
Twin Falls, Idaho 83301

Mailing Address:

Twin Falls County Commissioners
P.O. Box 126
Twin Falls, Idaho 83303-0126

To be considered completed Qualification Packets must be received in the office of the Twin Falls County Commissioners no later than 5:00 P.M. MST, January 14, 2022.

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The Owner’s “Qualification Based Selection” is to comply with Idaho Code 67-2320.

It is the intent of the Owner that the three main components of the Project Team will consist of the Owner, CM/GC and Architect.

The Owner’s contact for the work is:

Bob Beer
Facilities Director
P.O. Box 126
Twin Falls, Idaho 83303-0126
208-358-1150

Throughout the project, the Architect shall provide the owner with professional design services and shall represent the Owner’s interests in completing the project on time, within budget, and as planned with a minimum of difficulties. It is anticipated that AIA Document B101-2017 (the Contract) will form the basis of the agreement for design services to be entered into for the work; provided, however, the County reserves the right to change, modify or amend the contract in formulating the final contract to be entered into by the Owner. Design services shall include but are not limited to, pre-construction and value engineering services during the design phase, full involvement and oversight during the construction period throughout project completion including project closeout and warranty periods. For the purposes of this RFQ, proposers should describe their qualifications to provide design services as those services are generally described in the Contract.

Responders must include the following information in the sequence set forth. Respondents are invited to include innovative methods and/or procedures, which they can provide to ensure successful completion of the project. Unique qualities, capabilities and cost efficiencies may be identified. For each of the specific areas listed below, the responses should include a description of their qualifications to serve as the Architect for this project.

Written Requirements	Possible Points
1. Cover Letter. One page maximum.	5
2. Company Profile. Describe your firm’s history, size, resources, philosophy of service, average annual volume of work, current volume of work, available personnel, unique construction management techniques and methods. Describe what sets you apart from other Architectural firms. Three page maximum.	10
3. Project Approach. Describe your approach to providing design Services. What leadership tools would you use to help facilitate teamwork and insure communication among all involved parties? Identify all personnel who will be actively involved in the project by name, title, role, qualifications and experience (resumes may be requested at a later date). Three page maximum.	20
4. Budget Control. Submit a detailed description of the steps that your firm will take to assist the CM/GC in providing budget updates and value engineering options during the design process. Two page maximum.	15
5. Scheduling. Describe in detail your involvement in the scheduling Process. One page maximum.	10
6. Home Office Support. Provide a list of home office personnel that will be actively involved in the project, what their level of experience is and what their role and responsibilities will be. Two page maximum.	10
7. Past Performance. Name three recent projects of similar scope and size that demonstrate your firm’s ability to successfully complete this project. Include a current letter of reference from the owner of each project. Six page maximum.	20
8. Local Presence. Describe your firm’s local presence in Twin Falls County or in the state of Idaho including home office location, participation in local events, sponsorships, etc. Two page maximum.	10

Response Submission Procedures

Formal sealed responses to this RFQ will be accepted in the office of the Twin Falls County Commissioners until 5:00 p.m. (MST) January 14, 2022. Proposals received after the deadline will not be considered.

Submittals shall include one (1) original and five (5) hard copies of the required documents. Faxed or emailed submissions will be rejected. The original document must be marked “original” and must be signed and dated by the owner or other duly authorized partner or corporate officer.

Proposals must be sealed in an opaque package and must be clearly marked: Design proposal for the Theron W. Ward Judicial Building, Remodel and Expansion with Public Health, Safety, and Technological Upgrades to prevent or control the spread of infectious diseases

All questions regarding this RFQ must be directed to Bob Beer, 208-358-1150, bob.beer@tfco.org.

RFQ Timeline

Advertisement of RFQ	December 23 rd and 30 th , 2021
RFQ Available	December 23, 2021
RFQ Proposals due	January 14, 2022
Review and acknowledgement of receipt by commissioners	January 17, 2022
RFQ Evaluation and Ranking	January 18, 2022
Interview Notification	January 19, 2022
RFQ Interview	January 21, 2022
Action By Twin Falls County Commissioners	January 24, 2022

RFQ Procedures and Guidelines

After receipt all proposals will be evaluated by the Twin Falls County Commissioners and their representatives.

Proposals will be ranked based on the contents of the proposals and interviews will be conducted at the sole discretion of the owner.

All persons or entities who submit responses to this RFQ will be notified when a decision has been made.

The Owner will not be liable for any costs incurred by the respondent in the preparation and production of the proposal or any work performed prior to award and execution of a contract.

All responses and any other materials submitted in response to this RFQ shall become the property of the Owner.

Any portions of the information or content contained in the successful respondent's RFQ response may be made a part of the contract if the Owner elects to do so.

Upon the County's request the respondent may be required to provide additional information to supplement their response.

The County reserves the right to waive any informalities or irregularities.

The County reserves the right to reject any or all responses.

The County reserves the right negotiate the scope of services, contract terms and compensation for the Architectural services to be provided.

The County reserves the right to conduct investigations as required to determine the respondents record of performance and their ability to satisfactorily perform the work of this contract.