

**HARRIS COUNTY  
EMERGENCY SERVICES DISTRICT NO. 1  
2800 ALDINE BENDER RD  
HOUSTON, TEXAS 77032**

***Notice of Request for Qualifications from Architectural Firms  
Interested in Providing Design Services for a New Emergency Services  
Station***

**PROJECT SCOPE:**

Harris County ESD No. 1 is planning to build an emergency services station, for the provision of EMS services, which notionally will have three (3) to four (4) single pull through bays and 5,000 – 6,000 square foot station which includes overnight accommodation for up to six (6) people and technical support areas etc. on existing owned land (approx 2 acres) in Harris County. The scope of the work is to provide architectural services to prepare design and construction drawings which will contain customary technical information necessary for obtaining accurate pricing from qualified contractors, obtaining all necessary permits, and be sealed by architectural professionals licensed in the state of Texas. Further services to include securing necessary construction permits, preparing cost estimates and bid documents, distribution of documents, field questions from potential contractors, receive bids, recommend award of contract to specifications, and possible construction phase services. The initial objective of Harris County ESD No. 1 is to have a station with a conservative exterior, which blends in well with existing buildings in the community, while having a modern interior. Current plans are for construction to begin in 2017.

**SUBMITTAL REQUIREMENTS:**

Statements of Qualification should clearly and concisely address the following;

- Firm name and location in Texas where work will be performed;
- Brief overview and history of the firm, including its financial capacity. The last audited financial statement of the firm would be helpful;
- Licensed for a minimum of five (5) years in the State of Texas to provide architectural services to the public;
- Experience in planning, design, and construction administration of EMS/fire stations or emergency services facilities in central and southern Texas;
- Experience in planning, design, and construction of publicly funded governmental projects and knowledge of laws applicable to same;
- The lead project architect and key personnel who will be involved with this project; their qualifications, certifications/licenses and experience as related to the scope of work detailed above;
- For the design work on this project that will be done by consultants, provide the name, location and discipline of each potentially significant consultant;

- Provide client references for EMS/fire station projects completed in the past five (5) years in Texas. Include name, address, telephone number, E-Mail Address and contact person most involved with the project;
- Provide copy of your standard contract that you usually enter into with your clients who are undertaking the construction of a new EMS/fire station;
- Document any history of litigation associated with project performance and/or professional liability over the past five (5) years.

The submission should be printed one side on 8.5" by 11" paper and single spaced. Seven (7) copies of the statement of qualification are due no later than 4:30 PM, Friday, September 16<sup>th</sup>, 2016. No statements of qualifications will be accepted after the above stated date and time. The mailing address of Harris County ESD No. 1 is:

Harris County ESD No. 1  
2800 Aldine Bender Rd.  
Houston, Texas 77032

The above submittal requirements will be considerations utilized for evaluating the firms submitting Statements of Qualifications pursuant to Chapter 2254, Texas Government Code.

Harris County ESD No. 1 reserves the right to refuse any or all of the packages received. Following a detailed evaluation of each Request for Qualifications submissions received and upon selection, Harris County ESD No. 1 intends to negotiate a contract with that architectural firm. Harris County ESD No. 1 reserves the right to interview the top three (3) firms as part of the selection process. Questions concerning the scope of the project are to be directed to Jeremy Hyde by email at [jhyde@hcec.com](mailto:jhyde@hcec.com).