REQUEST FOR QUALIFICATIONS

Architectural/Engineering Services

Description of Projects: Leavenworth County Government, Leavenworth, KS, is soliciting proposals for Architectural/Engineering Services.

The building projects will include the following: Historical restoration of the exterior stone, facade, and roof of the Leavenworth County Courthouse, 300 Walnut Street, Leavenworth, KS 66048.

Applicants should have experience in Historical design and be familiar with all pertinent codes, regulations and tax credits. The architect(s) will be employed by Leavenworth County Government, and will work in conjunction with the Buildings and Grounds Director. For the purpose of this Request for Qualifications (RFQ), Leavenworth County is both owner and user of the subject building.

Each response is to provide information which will allow evaluation of the following:

A. Past performance;

B. Provide an organizational chart identifying all team members relationships and responsibilities throughout the various phases of the project including qualifications of professional personnel to be assigned to project for duration of design and construction inspections. Identify the role of each key architectural or consulting team member and the amount of their time that will be dedicated to each of the various phases of the project. Provide resumes for each key team member.

C. Demonstrated ability to meet time and budget requirements.

D. Location and size of firm, now and 5 years ago;

E. Recent, current and projected workloads of the firm;

F. Creativity and insight related to the project;

G. Related experience on similar projects.

A short list will be developed for interviews. Notification in writing of those firms selected for interviews will be provided to all those responding to the request for proposal.

Each BID must be submitted in a sealed envelope, addressed to: **Leavenworth County Clerk’s Office, 300 Walnut Street, Suite 106, Leavenworth, KS 66048**

Each sealed envelope containing a BID must be plainly marked on the outside as:

**“BID FOR: Architectural/Engineering Services/Courthouse”**

and the envelope should bear on the outside the name of the BIDDER, his address, his license number if applicable and the name of the project for which the BID is submitted. If forwarded by mail, the sealed envelope containing the BID must be enclosed in another envelope addressed to the OWNER at **Leavenworth County Clerk’s Office, 300 Walnut Street, Suite 106, Leavenworth, KS 66048**

All proposals are due to Leavenworth County Clerks office by **July 8, 2024 by 2:00 pm.** Please provide 2 hard copies and a digital copy.

Copies of plans and/or specifications can be seen or purchased for a Non-Refundable fee on-line at [www.drexeltech.com](http://www.drexeltech.com/) in their eDistribution plan room, additional assistance is available at [distribution@drexeltech.com](mailto:distribution@drexeltech.com).  Information regarding this project can be found in the “Public Jobs” link on the website.  Contractors desiring the Contract Documents for use in preparing bids may also obtain a set of such documents from Drexel Technologies; 10840 West 86th Street, Lenexa, KS  66214, telephone number is 913-371-4430.