

Request for Qualifications (RFQ) for Architectural Services

Karnes County is seeking to enter into an architectural services contract with a state-registered architect to provide the services identified below for an EMS Station to be constructed in Runge, Texas at the Proposed Karnes County Precinct 4 Service Center Complex (see Figure 1).

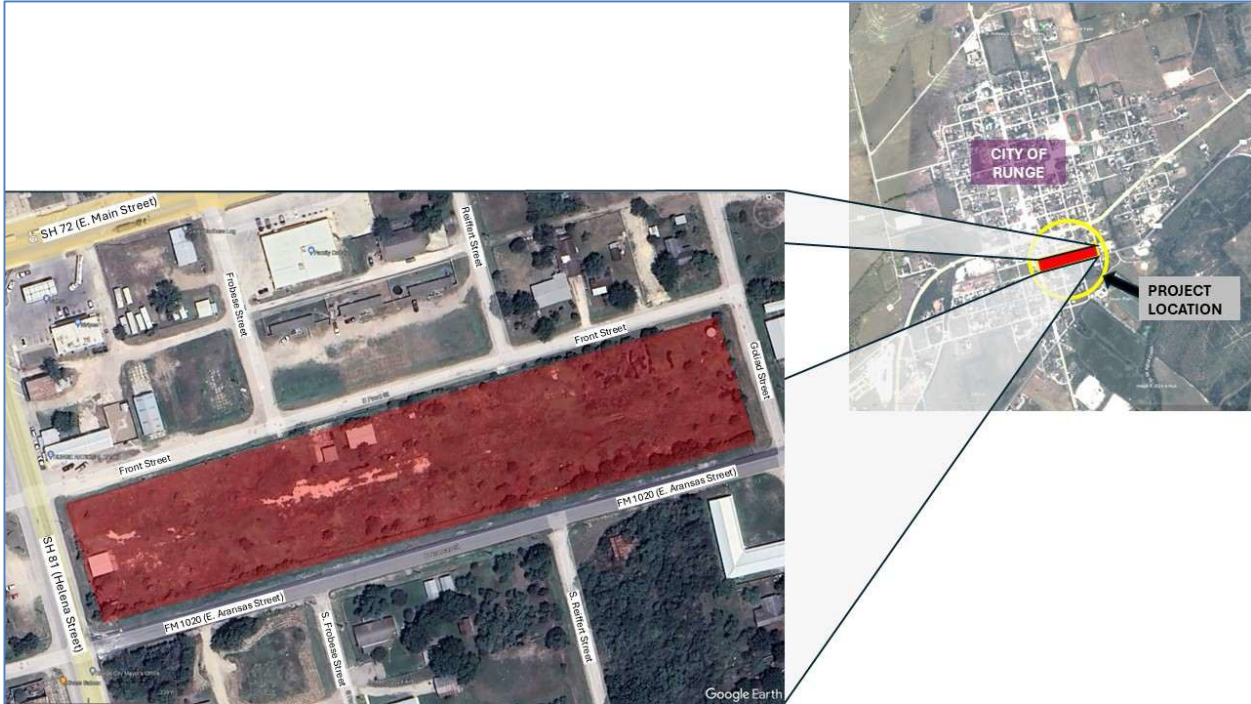


Figure 1 - PROPOSED KARNES COUNTY PRECINCT 4 SERVICE CENTER COMPLEX

The proposed EMS Station will be a public safety facility capable of housing one full-time EMS crew and an ambulance. Approximate estimated size for the facility is 2800 square feet (40x70) consisting of two drive-thru apparatus bays, three bedrooms, bathrooms, living space, kitchen, storage room(s), and common area(s) meeting the specifications of the EMS department.

The items below outline the requirements of this request for qualifications.

- I. Scope of Work – The architectural contract will encompass all project-related engineering/architectural/surveying services, including but not limited to the following:
 - Preliminary and final design plans and specifications;
 - Preparation of the bid packet;
 - Conduct all field testing and inspections (interim and final); and
 - Other special services.

Please specify actual tasks to be performed under each of these categories.

- II. Statement of Qualifications – Karnes County is seeking to contract with a competent architectural firm, registered to practice in the State of Texas, that has had experience in the following areas:
 - Municipal construction including but not limited to the creation, expansion or

enhancement of public facilities that provide first responder services, medical care, social services, and/or non-congregate housing.

- Registered and in good standing as a professional architect in the State of Texas.
- Projects located in this general region of the state
- Architect/Firm is not debarred or suspended from the Excluded Parties List System (EPLS) of the System for Award Management (SAM) www.Sam.gov .

As such, please provide within your proposal a list of four to five past relevant projects for local government clients. Please include the following:

Name of Project
Name of Owner & Location
Contact Person, Title, Phone
Contractor
Construction Cost
Project Description

Please include resumes and/or qualifications of all firm personnel that will or may be assigned to this project if you receive the architectural services contract award.

Please include a statement/list of professional services offered by your firm and if offered as a basic service or additional service.

List firms you would consider using as consultants for the following areas (if applicable to this scope of work), how long you have worked with each, and comment on each firm's public/government experience.

Civil Engineering
Structural Engineering
Mechanical/Electrical/Plumbing Engineering
Landscape & Irrigation Design
Other (Explain)

Please comment on your firm's current workload, commitments and your (and your consultants) capacity to manage/accommodate the work of this project listed in this RFQ.

Also, please provide a copy of your current certificate of insurance for professional liability and your status in the SAM EPLS system. Also please complete and include a copy of the Conflict of Interest Questionnaire (Form CIQ)

- III. Evaluation Criteria - The proposals received will be evaluated and ranked according to the following criteria:

<u>Criteria</u>	<u>Maximum Points</u>
Experience	50%
Work Performance	20%
Capacity to Perform	<u>30%</u>
Total	100%

For this RFQ, Respondent's qualifications will be evaluated and the most qualified Respondent will be selected, subject to negotiation of fair and reasonable compensation.

For costs of architectural/engineering (A/E) professional services, negotiations must occur after the initial selection of the engineer or architect as price cannot be used as a selection factor. (See 2 CFR 200.320(d)(5) and Texas Government Code § 2254.004)

- IV. Submission of RFQs - Respondents to this RFQ shall submit 5 physical copies and 1 copy on a flash drive of your firm's response to this RFQ in a sealed package to:

Karnes County Auditor
Attn: Wes Gisler, Karnes County Commissioner Precinct 4
119 N. Browne
Karnes City, Texas 78118

Sealed proposals must be received no later than **10:00 AM on Friday, October 17, 2025**. No responses will be accepted after that time unless the submission deadline is formally adjusted via a written addendum. Any responses received after the stated deadline for submittal will be returned to the respondent without being opened.

- V. Questions – All questions concerning this RFQ shall be directed to Wes Gisler, Karnes County Precinct 4 Commissioner via email at wesley.gisler@co.karnes.tx.us. Commissioner Gisler will also be available via phone at 830-623-1181. Questions received after the deadline for submission will not be addressed. Responses from Karnes County that substantially alter this RFQ will be responded to in the form of a written addendum to all those that receive a copy of this RFQ document.

VI. Post Submittal Actions

Karnes County will open sealed proposals at **the Karnes County Commissioners' Court Meeting on Tuesday, October 28, 2025.**

After the written proposals have been evaluated but prior to award, Karnes County reserves the right to short-list the top three respondents (ranked based on scores of the Selection Committee) and request that they make formal in-person presentations to the Selection Committee to finalize the ranking of respondents so that negotiations may begin. If requested, the oral presentation shall cover the above criteria and other questions the Selection Committee may have.

Contract award recommendations will be presented in **Karnes County Commissioners' Court on November 11, 2025.**

Contract shall be negotiated with awarded firm based on "AIA Document Standard Form of Agreement Between Owner and Architect".