



REVISED 10/22/24

Request for Qualifications

Cole County Public Works Building Expansion

Cole County Public Works is seeking qualifications from local architectural firms to prepare plans, specifications and estimates for an expansion to our existing building at 5055 Monticello Road. The project will consist of an approximately 84'x70' expansion of the central maintenance and repair facility housed in the public works building. The expansion will consist of mechanic bays and a wash bay for washing vehicles, large trucks and heavy equipment. In addition to the expansion, the existing building will need a 30'x70' partial reconstruction to raise the ceiling height to match the expansion.

An aerial drawing showing the existing building with expansion and reconstruction locations is included. Below is a basic list of items to consider in the design:

- New addition height is approximately 25'
- Reconstruct a portion of the existing building to match the 25' expansion height
- Wash bay to include automatic and self-washing capabilities
- Air conditioning
- Oil burning furnace
- Concrete removal and replacement in the current shop space to include reconfiguring of the floor drain to match new floor drains in the expansion
- Oil separator and contaminant
- Concrete removal and replacement of outside concrete pad
- Possible utility relocation

Anticipated Schedule:

- January 1, 2025 – Start design
- August 1, 2025 – Complete preliminary plans and estimate
- December 31, 2025 – Complete final plans, specifications and estimate

Your Statement of Qualifications should include the following:

1. A brief description of your firm including design professionals and support personnel that will be assigned to this project if your firm is selected.
2. Qualifications and experience in the area of public works facilities, heavy equipment repair facilities, and wash bays.
3. A brief description of how you would approach this project beginning with defining the scope and concept for the project to final plans and bidding.

3. A list of at least three similar projects your company has completed with a contact person's name and telephone number for the owner of the project.

We will review and evaluate the submittals and select one firm to perform the work. We do not plan to do interviews. We will negotiate a scope and fee with the selected firm. Selection will be based on the following criteria:

1. Credentials and experience of the company in the area of public works and equipment repair facilities.
2. Project staff assigned to the project.
3. Conceptual analysis and design approach for the project.
4. Review of similar past projects included in your submittal.

Please submit your qualifications to the Cole County Department of Public Works, 5055 Monticello Road, Jefferson City, MO 65109 by no later than 4:30 PM on Friday, November 22, 2024. You may email your qualifications to elandwehr@colecounty.org.

If you have any questions about this project, please feel free to call or email Eric Landwehr, Director, at (573) 636-3614 or elandwehr@colecounty.org.