

**CITY OF BEL AIRE, KANSAS**

Evaluation by: Selection Committee

Request for Qualifications for Architecture and Engineering Services

Scale:

█ = Does Not Meet Criteria

█ Meets Criteria

█ Exceeds Criteria

	Companies			
	Gravity Works	LK	Schaefer	Tessere
<b>Tab 1 - Applicant Firms Information</b>				
Company's Legal Name				
State of Incorporation (if applicable)				
Phone Number				
Principal Office Address				
Internet URL				
Ownership: individual, partnership, corporation or other.				
Project Manager / Project Architect				
Name(s)				
Title(s)				
Office Address				
Phone Number(s)				
E-Mail Addresses				
Engineering Firm (if engineering services are not available in-house)				
Name of Engineering Lead(s)				
Title(s)				
Office Address				
Phone Number(s)				
E-Mail Addresses				
Other pertinent sub-consultants for work not available in-house				
Copy of Applicant's commercial general liability and professional liability insurance				
Date insurance placed	9/11/2023	7/23/2023	10/17/2023	12/31/2023
Date insurance expired/expires	9/11/2024	7/23/2024	10/17/2024	12/31/2024
Services provided	5	5	4	5
Types of insurance coverages placed	5	5	4	5
<i>Sub-Total "Red":</i>	0	3	1	0
<i>Sub-Total "Green":</i>	20	17	19	20
<i>Sub-Total "Gold":</i>	0	0	0	0

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<b>Tab 2 - Qualifications &amp; Experience</b>				
A statement of the applicant's background, experience, and understanding of the services required.				
A description of any characteristics or capabilities, which may make the Applicant uniquely qualified to perform the services specified in the RFQ.				
At least three (3) references (name of business, address, contact person, phone number, date of services, and scope of services) unless your firm has provided similar services to the City.				
Any additional information believed necessary to assist the City in evaluating your qualifications.				
Provide a timeline from award to the completion of the required services including deliverables is desired.				
The Applicant's approach to completing the project.				
An estimated fee range to complete the Scope of Services.				
<i>Sub-Total "Red":</i>	1	0	0	1
<i>Sub-Total "Green":</i>	4	4	7	6
<i>Sub-Total "Gold":</i>	2	3	0	0
<b>Tab 3 - Project Approach</b>				
A detailed description of your firm's approach to the project including any distinguishing factors that sets your firm apart from the competition.				
<i>Sub-Total "Red":</i>	0	0	0	0
<i>Sub-Total "Green":</i>	1	1	1	1
<i>Sub-Total "Gold":</i>	0	0	0	0
<b>Tab 4 - Pending or Existing Litigation or Investigations</b>				
Is there any current or pending litigation with a municipality against you or your firm? Any investigations by any regulatory agency? If yes, provide a detailed explanation.				
<i>Sub-Total "Red":</i>	0	0	0	0
<i>Sub-Total "Green":</i>	1	1	1	1
<i>Sub-Total "Gold":</i>	0	0	0	0
<b>Tab 5 - Exceptions</b>				

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Companies			
Gravity Works	LK	Schaefer	Tessere

Firm(s) must thoroughly review the RFQ and any attachments. In the event that a Firm desires to take exception to any term or condition set forth in the RFQ or any attachments, said exceptions must be clearly identified and listed in this TAB.				
<i>Sub-Total "Red":</i>	0	0	0	0
<i>Sub-Total "Green":</i>	1	1	1	1
<i>Sub-Total "Gold":</i>	0	0	0	0

**Tab 6 - Supplemental Information**

Firms may submit any supplemental information they deem important to the evaluation of the proposal, including any unique or specialized services not specifically addressed or considered in the RFQ. Any supplemental information or attachments provided by firms must also indicate, on each page, the item in this RFQ to which it pertains.				
<i>Sub-Total "Red":</i>	1	1	0	0
<i>Sub-Total "Green":</i>	0	0	1	1
<i>Sub-Total "Gold":</i>	0	0	0	0

**Selection Criteria:**

Ability and capacity to meet all RFQ conditions and miscellaneous instructions as outlined herein;				
Conformity with all Requirements set out in the RFQ Qualifications;				
Whether services proposed are the most advantageous and cost-effective to the City;				
Demonstration of a clear understanding of the project and any project challenges;				
References for similar services performed in the last 5 years, including for each reference its location, contact person, telephone number, length of contract;				
Experience and qualifications of the Applicant's firm and individual professionals assigned to the project;				
The Applicant's approach to completing the project;				
The Applicant's timeline for completion of the requested services;				
An estimated fee range to complete the Scope of Services; and				
Other pertinent information the Applicant believes will assist the City in evaluating its proposal.				
<i>Sub-Total "Red":</i>	2	2	0	0
<i>Sub-Total "Green":</i>	8	6	10	9
<i>Sub-Total "Gold":</i>	0	2	0	1

Scale:

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Meets Criteria

Exceeds Criteria

	Companies			
	Gravity Works	LK	Schaefer	Tessere
<b>Company:</b>	Gravity Works	LK	Schaefer	Tessere
<b>Grand Total of (Red):</b>	4	6	1	1
<b>Grand Total of (Green):</b>	35	30	40	39
<b>Grand Total of (Gold):</b>	2	5	0	1
<b>Notes:</b>				
<u>Gravity::Works</u> * Timeline was provided but under a different tab (3 instead of 2). * Timeline stretches project drawings out to April 2025. * Reference work 2 of 5 were within last five years. * Cost fee range \$435,806.18 to \$469,329.73 based upon percentage provided. * Did not list what section supplemental should be referenced.	4			
<u>LK</u> * Cost fee range \$340,400.00 with a long list of items not included in Basic Services. Most concerning is not releasing an early foundation package. * No dates on sample projects, so not positive when they were designed/constructed. * Arch. listed relevant experience did not list many similar type projects. * Did not list what section supplemental should be referenced.		1		
<u>Schaefer</u> * Page 32 references a recreational facility (this does not relate to our project) * Cost fee range \$435,806.18 based upon percentage provided.			2	
<u>Tessere</u> * Page 5 shows ICE prior to Tessere firm information, this suggests lack of QA/QC procedures, i.e., attention to detail - who is leading this team? * Timeline was provided but under a different tab (3 instead of 2). * Cost fee range \$399,500.00 with estimated Reimbursables @ \$3,500 - plus list of assumptions/exclusions.				3