

**Guillermo Gandara Sr.**  
Mayor

**Guillermo Madrid Jr.**  
At Large

**Luis Varela**  
District 1



**Gloria M. Rodriguez**  
District 2

**Mary B. Garcia**  
District 3

**Jesus Gandara Jr.**  
District 4 / Mayor Pro Tem

***CITY OF SOCORRO, TEXAS***

***REQUEST FOR QUALIFICATIONS (RFQ's)***

***FOR PROFESSIONAL LANDSCAPE DESIGN SERVICES***

***FOR***

***PROPOSED MUNICIPAL PARK***

**ATTN: Gina Rodriguez, City Clerk**

**DUE: Thursday, August 12, 2010 at 4:00 p.m. (local time)**

**At:**

**124 S. HORIZON BLVD.**

**SOCORRO, TEXAS 79927**

**NOTICE:**

The City of Socorro Texas is soliciting Requests of Qualifications (RFQ's) from qualified Landscape Architecture Firms to provide Landscape Architectural Design Services for the proposed Municipal Park. Consideration will be limited to firms, which demonstrate successful experience in the design of facilities of a similar scope for public sector entities.

The Request for Qualifications (RFQ's) is pursuant to the Professional Services Procurement Act, Subchapter A, Chapter 2254, Texas Local Government Code.

Firms submitting proposals (RFQ's) must submit one (1) loose original and seven (7) bound copies of the complete Request for Qualifications (RFQ's) which are due by **4:00 p.m. (local time) on Thursday, August 12, 2010.**

Statements of Qualifications (RFQ's) must be marked with description on lower front left corner of envelope "***RFQ ARCHITECTURAL LANDSCAPE DESIGN SERVICES FOR PROPOSED PARK BID-ATTN: CITY CLERK***". Statements may be hand delivered to the following location:

**Attn: Gina Rodriguez, City Clerk  
City of Socorro, Texas  
124 S. Horizon Blvd  
Socorro, Texas 79927**

Any proposal received after the stated closing time will not be accepted and will be returned unopened. RFQ's sent by mail must be received by the City Clerk of the City of Socorro, Texas by no later than the deadline provided above.

***Bids will be publicly opened on: Tuesday, August 17, 2010 at 3:00 p.m. (local time).***

Until the final award of contract by the City of Socorro, Texas the City reserves the right to reject any and/or all proposals, to waive technicalities to re-advertise, to proceed otherwise when the best interest of the city will be realized hereby.

RFQ's must be signed by someone having the authority to bind the entity submitting the proposal.

For more information or questions regarding submission requirements, please contact Gina Rodriguez/City Clerk at (915) 858-2915 xt. 18 or via e-mail at: [cityclerk@socorrotexas.org](mailto:cityclerk@socorrotexas.org)

Technical questions or comments can be directed to Samuel A. Leony, Planning and Public Works Director of the City of Socorro, Texas at 915-872-8531, Monday through Friday, during regular business hours of 8:00 a.m. to 5:00 p.m.

### **INTRODUCTION:**

The City of Socorro, Texas desires to select a qualified Architecture Firm capable of performing all the activities normally associated with the full development of a municipal park developing plans, specifications, and cost estimating for the development and construction of the proposed park. The scope of services for the proposed municipal park should include, **but are not limited to**, to the following tasks:

- Hike/jogging trail
- Bike trail
- Outdoor Exercise Equipment
- Skate Park
- Sand Volleyball Court
- Tennis Courts
- Basketball Court
- Playground area child/infant
- Mini Golf Field
- Water splash park
- Picnic Table Area
- Bar-B-Q Area
- Park Benches
- Gazebo
- Parking area
- Lavatory facilities with water fountains
- Baseball field with seating & lighting
- Soccer Field
- Football Field
- Energy efficiency, utility and cost savings utilizing latest technologies.
- Overall design of the park including egress and ingress for traffic flow.
- Preparation of contract documents, bidding, and construction administration services.

The design of the park is expected to contribute to the community's role to promote recreation and fitness. The park must include all the latest technologies in landscape architecture and innovations in the recreation and fitness area. The landscape architectural firm selected will join the City team to develop the theme for the park and conduct a series of meetings with constituents to provide input from the community in the development of the park. The firm selected will also represent the City team during the development phase as well as the project leader during the construction phase.

***STATEMENT OF QUALIFICATIONS (RFQ's):***

The Statement of Qualifications (RFQ's) must include the following elements:

- Letter of Interest
- Demonstration and recognition of accomplished design experience.
- Experience of firm as lead landscape architect with park of similar size, scale and budget.
- Architectural firm's record of meeting estimated budgets.
- Identification and resumes of personnel to be directly involved in this project.
- Principal and Project Landscape Architect and others instrumental in the expected completion of the design work.
- Identify current workload of firm and personnel assigned to project.
- Experience of the firm with public sector and municipal parks.
- Experience of the proposed personnel with similar parks, emphasizing similar budgets and schedules.
- Demonstrated experience in sustainable landscape architectural design.
- Description of the firm's design and project management philosophy.
- References from recent similar projects, to include: key contact, owner, citizen participation, project manager, key designer.

The Statement of Qualifications (RFQ's) may not exceed 20, 8 ½ x 11 inch double-sided pages in length, including photos or graphic material.

**CRITERIA FOR SELECTION:**

Interested firms must be able to demonstrate an established record of design excellence in their Statement of Qualifications (RFQ's) and intent to provide a park that is:

- Well planned.
- Well designed.
- A source of Civic Pride.
- A positive addition to the City of Socorro, Texas and the Mission Valley.
- Functional and efficient park designed for its users.
- Durable and energy and utility efficient.

In addition to design excellence, the following criteria will be used for screening a landscape architectural team:

- Interested firms must be able to demonstrate experience with building parks of similar complexity and scale.
- Experience with municipal/client on projects of similar scale.
- Record of park designs, which provide functionality.
- Record of designing parks which are sensitive to site context.
- Record of park designs which use natural building materials effectively.
- Record of designing parks within budget constraints.
- History of effective schedule and budget management.
- Availability of sufficient qualified staff to the project throughout the park development.
- Demonstrated experience in park construction administration.

Interested firms must be able to demonstrate successful experience with public involvement in a project design should have experience with city/county staff at many levels in the planning stages and expect open community review during the design phase. The city may contract with the chosen firm to plan and coordinate public involvement. The selected landscape architectural firm will be expected to work collaboratively with this communications effort.

**EVALUATION PROCESS:**

The City of Socorro, Texas may use a two step process for the selection of a Landscape Architectural Firm. The first step in the selection process will require the firm to submit and focus on the following topics. Each firm will be scored on the following point system with a maximum total of 100 points:

<u>Topic</u>	<u>Points</u>
a. Project Approach -----	20
b. Past performance of Firm-----	20
c. Project Team and Capacity to Perform-----	25
d. Qualifications of Firm; Experience on comparable projects----	25
e. Number of Public Sector Park Projects -----	10
Total Points:	100

The first submission of qualifications will require the interested firms to submit a response to this request for qualifications (RFQ's). A committee will evaluate the submissions and score each submission according to the criteria outlined in this RFQ. If a firm has a clear lead in the scoring, that firm will be the chosen firm.

If not, a list of short listed firms will be invited to participate in the second phase process. A letter will notify short listed firms of their participation in the second step; the letter will contain specific instructions, which will consist of an in-person interview with the review committee. The scores of the first (RFQ submission) and second phase (interview) will be combined and the firm scoring the highest will be recommended as the design firm for the Park.

The Selection Committee will make the final recommendation to the Socorro City Council.

Firms submitting proposals must submit one (1) loose original and seven (7) bound copies of the complete Request for Qualifications (RFQ's) and must be received no later than **4:00 p.m. (local time), on Thursday, August 12, 2010.**

**GENERAL CONDITIONS:**

**Limitations** – This request for qualifications (RFQ's) does not commit the City of Socorro, Texas to award a contract or to pay any costs incurred as a result of preparing such a response. The City reserves the right to accept or reject any and all responses received in response to this request, to negotiate with all qualified respondents or to cancel in part or in its entirety this request for proposal if it is in the best interest of the City. The Consultant Selection Committee may require consultant/attorney participation in negotiations, the result of which may require revisions to the response as submitted.