

REQUEST FOR QUALIFICATIONS
FOR
ARCHITECTURAL SERVICES
CONVENTION CENTER/HERITAGE MUSEUM

RFQ NO. 053118

CITY OF SOCORRO, NEW MEXICO



City of Socorro
111 School of Mines Rd.
Socorro, New Mexico 87801

ISSUE DATE: May 10, 2018

DUE DATE: May 31, 2018

OVERVIEW

The City of Socorro is seeking qualified Architects for the Design of a Convention Center/Heritage Museum which is currently the Socorro National Guard Armory.

The State of New Mexico deeded the Socorro National Guard Armory to the City of Socorro on September 2, 2014. The City's plan is to convert the building into a Convention Center. With the closure of the El Camino Real Historic Trail Site plans have expanded to also house a museum inside the Convention Center displaying the artifacts that have been relocated from the El Camino Real Historic Trail Site.

The Armory built in 1961, is located in the City of Socorro's Industrial Park and is adjacent to the Rodeo and Sports Complex.

The City of Socorro was incorporated in 1882. It operates under a Mayor/Council form of government. Municipal services include the usual governmental functions of police, dispatch, animal control, fire, water, sewer, parks & recreations, swimming pool, public library and solid waste.

REQUESTS FOR CLARIFICATION

Any requests for clarification of additional information deemed necessary by any respondent to present a proposal shall contact any of the following:

Jim Dewey Brown, Tourism Director & Event Manager, email jdbrown@socorronm.gov, phone 575-838-7517

Donald Monette, City Treasurer/Administrator, email dmonette@socorronm.gov, phone 575-835-0240

Leopoldo (Polo) Pineda, Chief Procurement Officer, email ppineda@socorronm.gov, phone 575-835-0240

SCOPE OF WORK

The City of Socorro is requesting qualifications from Architectural firms to design a Convention Center/Heritage Museum. The center will house a Heritage Museum along with meeting rooms, offices and full kitchen.

CONTENTS OF STATEMENT OF QUALIFICATIONS

1. Proposers interested in the provision of Architectural services to accomplish the proposed project should limit their Statements of Qualifications to ten (10) pages, exclusive of cover letters, divider tabs or letters of transmittal containing introductory language only. The Statement of Qualifications should include:

- a. A cover letter.
- b. A narrative statement detailing the Proposer's understanding of the requirements of the City and the capability to perform the aspects of the Architectural Services.
- c. A general description of the Proposer's firm, including company organizational structure, size of company, recent experience in comparable projects.
- d. Identification of those key individuals who will be involved in the contemplated projects and their qualifications, backgrounds, experience, and specific responsibilities.

PROCUREMENT

The City of Socorro is seeking qualified Architects for the Design of a Convention Center/Heritage Museum which is currently the Socorro National Guard Armory.

A mandatory, Pre-Submittal Meeting will be held on May 17, 2018, 10:00 am at 1220 Highway 60, Socorro, NM 87801.

Interested firms shall submit one (1) original and four (4) copies of the information on or before 3:00 p.m., May 31, 2018 at 111 School of Mines Road, Socorro, NM 87801.

The envelope shall be addressed to:
Leopoldo (Polo) Pineda, Jr.
Chief Procurement Officer
111 School of Mines Rd.
Socorro, New Mexico 87801

The following information shall be provided on the front lower left corner of the envelope:
Project Title: Architectural Services - Convention Center/Heritage Museum, RFQ No. 053118.
If the Proposal is sent by mail, the sealed envelope shall have the notation "SEALED PROPOSAL ENCLOSED" on the face thereof. The proposer shall assume full responsibility for the timely delivery of the Proposal.

Copies of the Request for Qualifications can be obtained from Leopoldo (Polo) Pineda, Jr. at 575-835-0240 or email ppineda@socorronm.gov.

SELECTION PROCESS

From a review of the statements of qualification received, the City of Socorro intends to evaluate the proposals and possibly invite one or more firms to be interviewed before making a final selection of a firm for the project. The city of Socorro will notify selected firms of the date and times of any interview. The City of Socorro reserves the right to make a selection based solely on

statements of qualifications received.

The selected respondent whose selection was based on qualifications will then negotiate with the City of Socorro on a fee and contract conditions. If a reasonable fee cannot be achieved with the respondent of choice, negotiations will proceed with other qualified respondents until a mutually agreed contract can be negotiated.

SELECTION CRITERIA

Selection criteria will be applied in the following order of importance:

1. **Qualifications of Firm**
Qualifications of firm, specifically as they relate to this project.
2. **Firms Experience on Similar Projects**
Related project experience of the firm and the individuals who would be assigned to the project
3. **Available Resources to Complete Project**
This criterion would include the analytical, design tools, personnel, resources or methodologies commonly used by the firm that may be applicable to the project categories
4. **Responsiveness to the RFQ**
5. **Professional References**
Provide names and contact information for professional references.



ORIGINAL FLOOR PLAN

