

# **WESLACO**

Independent School District

319 West Fourth Street / P.O. Box 266, Weslaco, Texas 78599-0266 (956) 969-6500

**REQUEST FOR QUALIFICATIONS**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

 **(RFQ# 21-06-32)**

 **Qualifications Due Date:** Thursday, May 20, 2021

 **Due Time**: 3:00 P.M. CST

|  |
| --- |
| **Vendor Submitting RFQ Package**Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_City:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |
| --- |
|   Original Copy |

**\*\*INCLUDE TWELVE (12) ORIGINAL PACKAGES\*\***

Contact Person:

Baldemar Garcia,

Director of Purchasing

312 W. 5th Street

Weslaco, Texas 78596

 956-969-6572

# WESLACO

Independent School District

319 West Fourth Street / P.O. Box 266, Weslaco, Texas 78599-0266 (956) 969-6500

May 7, 2021

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

The Weslaco Independent School District is accepting Qualifications Statements from Architectural Firms for district projects.

Qualifications Statements will be accepted until 3:00 PM (CST) on Thursday, May 20, 2021. Please label your envelope plainly: **"Qualifications Statement for Architectural Services (RFQ # 21-06-32), due date: Thursday, May 20, 2021 at 3:00 PM.”** Responses sent by overnight mail, please write the RFQ # on the delivery ticket.

Qualification Statements will be opened via a Google Meets Video Conference. Qualifications Statements will be opened, but **not** read publicly.

Qualifications Statements are to be mailed or hand delivered to the attention of: Baldemar Garcia, Director of Purchasing, Weslaco Independent School District, 312 W. Fifth Street, Weslaco, Texas 78596. Any responses received late will be returned unopened. Weslaco ISD is not responsible for Qualification Statements misplaced or mailed incorrectly. Please send 12 original responses of your Qualifications Statement.

A Board workshop **may** be held for the purpose of interviewing interested Architectural Firms’ representatives before a recommendation and award is made.

The awarding of a contract will take place at a public school board meeting. The Board of Education reserves the right to accept, reject any and/or all qualification statements, waive minor technicalities, or to award a contract to the most responsible offeror which best serves the interest of the District.

Please fill out, sign and submit with your Qualifications Statement response the enclosed IRS Form W-9 and Conflict of Interest Questionnaire. Furthermore, complete and fax or email to us page #20 if you intend to submit a qualifications statement. We look forward to hearing from you.

Sincerely,

***-Original Signed-***

Priscilla Canales Ph. D.,

Superintendent

***-Original Signed-***

Andres Sanchez Jr., CPA

Assistant Superintendent of Business & Finance

**WESLACO INDEPENDENT SCHOOL DISTRICT**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

**QUALIFICATIONS STATEMENT RESPONSE CHECKLIST REMINDER**

IN ORDER FOR YOUR QUALIFICATIONS STATEMENT TO BE CONSIDERED IN THE EVALUATION PROCESS, THE FOLLOWING ITEMS ARE REQUIRED TO BE INCLUDED IN THE RESPONSE PACKAGE:

 DESCRIPTION OF ITEM YES NO N/A

 1. CONFIDENTIAL DISCLOSURE AGREEMENT (pages 4-5) \_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_

 2. STANDARD TERMS & CONDITIONS (pages 6-7) \_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_

 3. FELONY CONVICTION NOTIFICATION \_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_

 (Fill in one of the appropriate sections - A, B or C.

 Company official signature is required, Page 8).

4. REQUEST FOR QUALIFICATIONS SPECIFICATIONS \_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_ REQUIREMENT FORM

 (Fill in ALL blank lines as needed, Page 9).

 5. CRITERIA AND VALUATION POINTS (page 10) \_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_

 6 RESPONSE FROM QUALIFIED INDIVIDUAL OR FIRM \_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_

Fill in blank lines on form completely. (Pages 11-18)

 7. NON-COLLUSION STATEMENT & SIGNATURE SHEET \_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_

 (Fill in blank lines on form completely and sign form Page 19.)

 8. **PLEASE SUBMIT THE WHOLE PACKAGE WITH YOUR RESPONSE.**

**\*\*(FAILURE TO MANUALLY SIGN THE QUALIFICATIONS STATEMENT RESPONSE WILL DISQUALIFY IT.)\*\***

**THIS SHEET DOES NOT HAVE TO BE RETURNED WITH THE QUALIFICATIONS STATEMENT RESPONSE. IT SERVES AS A CHECKLIST FOR YOU.**

**WESLACO INDEPENDENT SCHOOL DISTRICT**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

**For purposes of complying with the Texas Public Information Act (the “Act”), we are asking that VENDORS interested in submitting a response to a district’s request for bids, proposals or qualifications statements INCLUDE A STATEMENT (THIS FORM) STATING WHETHER NONE, ALL, OR SOME OF THE INFORMATION SUBMITTED WITH THEIR RESPONSES IS CONSIDERED BY THE COMPANY AS CONFIDENTIAL BECAUSE IT MEETS ONE OR MORE OF THE EXCEPTIONS LISTED IN THE ACT.**

**Failure by the company(s) to fill out and sign this form, will release Weslaco ISD of any liabilities in the event Weslaco ISD releases information included in their bids, proposals or qualifications statements responses as a result of complying with a request for public records under the Act.**

**If the Confidential Disclosure Statement is properly filed, and Weslaco ISD receives a request for public records under the Act related to such vendor’s response, Weslaco ISD will seek an opinion from the Texas Attorney General’s Office as required.**

**CONFIDENTIAL DISCLOSURE STATEMENT**

This Confidential Disclosure Statement is being made by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to Weslaco ISD for the

 ***(Vendor Name)***

purpose of non-disclosure of various materials included in this package.

The rights and obligations of the parties with respect to such information are as follows:

1. “Disclosing Party” means a party that discloses Confidential Information under this Request. “Receiving Party” means a party that receives Confidential Information under this Request.
2. “Confidential Information” means information of any kind which is obtained by Receiving Party from Disclosing Party relating to this *Request* ***and which, by appropriate marking, is identified as confidential and proprietary at the time of disclosure*.**
3. Notwithstanding the foregoing, Confidential Information shall not include any information that:
4. is publicly available prior to the Effective Date, or becomes publicly available thereafter through no breach of this Request by the Receiving Party;
5. was known to the Receiving Party prior to the date of disclosure or becomes known to the Receiving Party thereafter from a third party that has no obligation to Disclosing Party to keep such information confidential;
6. is independently developed by the Receiving Party without the benefit of Confidential Information of the Disclosing Party, as evidenced by written records; **or**
7. must be produced by the Receiving Party pursuant to an order of a court of competent jurisdiction or a valid subpoena, provided that the Receiving Party promptly notifies the Disclosing Party and cooperates reasonably with the Disclosing Party’s efforts to contest or limit the scope of such order.
8. The Receiving Party agrees that it will maintain the Confidential Information in confidence using a reasonable standard of care, and no less than the standard of care taken to protect its or his/her own confidential information, and will use such Confidential Information solely for the purposes of evaluating its or his/her interest in participating in a future Requests.

1. **As stated above, in the event Weslaco ISD receives a request for public records under the Act related to the vendor’s response, Weslaco ISD will seek an opinion from the Texas Attorney General’s Office as required.**
2. This Agreement shall not be construed as an obligation to enter into a Purchasing Agreement or any other subsequent relationship or agreement.

***This Statement shall not be construed as an obligation to enter into a Purchasing Agreement or any other subsequent relationship or agreement.***

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **(vendor)** wishes to have the following pages protected under this agreement and not be released to a third party. The following pages are not to be disclosed unless Weslaco ISD receives authorization via an opinion from the Texas Attorney General’s Office:

NONE of the Pages in this Request for Qualifications is Confidential (#21-06-32)

ALL Pages in this Request for Qualifications are Confidential (#21-06-32)

ONLY Pages \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ are labeled as Confidential (#21-06-32)

Name of Company or Firm:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**WESLACO INDEPENDENT SCHOOL DISTRICT**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

**STANDARD TERMS AND CONDITIONS**

**NOTICE TO OFFERORS**

ITEMS BELOW APPLY TO AND BECOME A PART OF TERMS

AND CONDITIONS OF THIS REQUEST FOR QUALIFICATIONS UNLESS SUPERSEDED BY ANY ATTACHED TERMS AND SUPPLEMENTAL CONDITIONS OR SPECIFICATIONS

IN WHICH CASE ATTACHED CONDITIONS WILL PREVAIL

**ANY EXCEPTIONS MUST BE IN WRITING**

1. Qualifications statements should be submitted on this form and continued on any attached list(s) of items offered. Each Qualifications statement shall be placed in a separate envelope, sealed and properly identified with the Request for Qualifications title, Request for Qualifications number, date and time to be opened. **Please send 12 original responses of your Qualifications Statement response.**
2. Qualifications statements must be received in the Business Department office before the hour and date specified. Late Request for Qualifications will not be considered under any circumstances.

3. Qualifications statements must be originals and have original signatures.

1. **Failure to manually sign Request for Qualifications will disqualify it.** Person signing Qualifications statements should show title or authority to bind their firm to a contract.
2. The District reserves the right to accept or reject all or any part of any Qualifications statement, waive minor technicalities and award the Qualifications statement to best serve the interest of the District.
3. During the performance of this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of race, color, national origin, age, religion, gender, marital or veteran status, or handicapping conditions.
4. **Venue:** Any disputes or litigation that could arise related to this Request for Qualifications shall have as venue Hidalgo County in the State of Texas.
5. **Award of Contract:** The Weslaco ISD Board of Trustees will rank the Qualifications Statements received.

A Board workshop **may** be held for the purpose of interviewing interested architect firms’ representatives before a recommendation and award is made.

**WESLACO INDEPENDENT SCHOOL DISTRICT**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

**STANDARD TERMS AND CONDITIONS (continued)**

1. **Errors & Omissions Insurance Policy:** The successful individual or firm selected shall carry an errors & omissions policy with a coverage between $ 1,000,000 and $2,000,000.
2. **Indemnification:** Offerors (Attorneys) agree to indemnify, defend (at District’s option), and hold harmless

the District, its officials, administrators, and other employees from and against any and all claims, demands defense costs, liability, or consequential damages of any kind or nature arising out of or in connection with the Offeror’s (or Offeror’s subcontractors, if any) performance or failure to perform, under the terms of this contract excepting liability actions arising out of the SOLE NEGLIGENCE of the District.

1. **Claims:** In any and all claims against the District or any of their agents or employees by any employee of the Architectural firm, any subcontractor, or anyone directly or indirectly employed by any of the contracting parties or anyone for whose acts any of them may be liable, the indemnification obligation mentioned above shall not be limited in any way by any limitation on the amount or types of damages, compensation acts, disability benefit acts, or other employee benefit act.
2. **Term of Contract**: The term of contract is to be effective for one (1) year upon approval of contract by the Board of Trustees. The District would retain the option to extend the contract (if mutually agreed to by the awarded Architectural firm) for one additional year provided the Architectural firm has had a satisfactory performance during the initial term of the contract.
3. **Contract Termination**: Weslaco ISD reserves the right to terminate this contract at any point with a 30-day written notification to the contracted party. This termination clause remains in effect for the duration of the contract and any extensions.

 \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date Company Name

**WESLACO INDEPENDENT SCHOOL DISTRICT**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

##### FELONY CONVICTION NOTIFICATION

**State of Texas Legislative Senate Bill No. 1, Section 44.034, Notification of Criminal History, Subsection (a), states “a person or business entity that enters into a contract with a school district must give advance notice to the district if the person, owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.”**

**Subsection (b) states “a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract.”**

**THIS NOTICE IS NOT REQUIRED OF A PUBLICLY-HELD CORPORATION, BUT THE COMPANY**

**REPRESENTATIVE MUST CHECK OFF A SELECTION BELOW (A, B, OR C)**

 **I, the undersigned agent for the firm named below, certify that the information concerning notification of felony convictions has been reviewed by me and the following information furnished is true to the best of my knowledge.**

**VENDOR’S NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**AUTHORIZED COMPANY OFFICIAL’S NAME (PRINTED): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\*\*\*\*\* PLEASE CHECK OFF A SELECTION BELOW \*\*\*\*\***

( ) A. My firm is a publicly-held corporation, therefore, this reporting requirement is not applicable.

( ) B. My firm is not owned and/or operated by anyone who has been convicted of a felony.

( ) C. My firm is owned or operated by the following individual(s) who has/have been convicted of a

 felony:

Name of Felon(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Details of Conviction(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

WESLACO INDEPENDENT SCHOOL DISTRICT

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

**REQUEST FOR QUALIFICATIONS – SPECIFICATION REQUIREMENTS**

TO BE FILLED IN BY OFFEROR AND SUBMITTED WITH PROPOSAL

Is this Qualifications Statement Response in conformance with the enclosed specifications?

 Yes \_\_\_\_\_ No \_\_\_\_\_

If the answer is No, the offeror must identify and explain each exception taken, with reference to each page and paragraph to which the exception will apply.

It should be understood that if no exception is taken the Offeror shall supply all services as specified.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date Company Name

**WESLACO INDEPENDENT SCHOOL DISTRICT**

**It is the intent of these specifications to secure Qualifications Statements for:**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

**For further information, please contact:**

Weslaco Independent School District

Business Office

312 W. Fifth Street

Weslaco, Texas 78596

Andres Sanchez Jr., CPA

Assistant Superintendent of Business & Finance

asanchez@wisd.us

(956) 969-6585 Phone

Baldemar Garcia,

Purchasing Director

bgarcia@wisd.us

(956) 969-6569 Phone

**CRITERIA AND VALUATION POINTS**

|  |  |
| --- | --- |
| **Valuation Criteria** | **Points** |
| **Experience** - Number of Projects/Services the vendor has been involved with for other school districts in the last five (5) years.  | 30 |
| **Team** **Personnel** - Qualifications and experience of the Firm’s team projected to be involved in future projects. | 20 |
| **References** – (a.) Favorable & unfavorable references from school district - include only references where the project has been completed - (20 pts) ; (b) Timeline **–** Firm’s ability to meet schedules and deadlines as agreed upon – (15 pts) | 35 |
| **Approach to Projects** - Firm’s plan and approach to requested project: (1) a new construction project and (2) a renovation project. | 15 |
| **Total Points** | **100** |

**WESLACO INDEPENDENT SCHOOL DISTRICT**

**Architectural Services**

**for**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

**Specifications and Other Information**

1. Overview

Weslaco ISD is soliciting Qualifications Statements from architectural firms with experience in the following areas: (1) school construction and renovation; (2) building remodeling/renovation; and (3) general projects requiring the services of an architect. If awarded a contract, the selected firm(s) will work on construction and/or remodeling projects with: project cost/budget assessment, design of layout and specification, review of submittals, Request for Information (RFI) responses, site visits, construction administration and/or consultant services on a specific project.

Architect firms must have a license in Texas issued by the Texas Board of Architectural Examiners.

1. ArCHITECT Firm Information

Name of Firm \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State, Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Fax # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Employer I. D. Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of organization:

Sole proprietorship (individual) \_\_\_\_

Partnership \_\_\_\_

Professional Corporation (PC)\_\_\_\_

Corporation \_\_\_\_

Limited Liability Partnership (LLP) \_\_\_\_

Limited Liability Company (LLC) \_\_\_\_

Other \_\_\_\_

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

**Specifications (continued)**

1. ARCHITECTURAL FIRM’S Professional QUALIFICATIONS
* Registered with the National Council of Architectural Registration Boards (NCARB) \_\_\_\_Yes \_\_\_\_No
* Licensed in the State of Texas \_\_\_\_\_Yes \_\_\_\_\_No
* Provide proof of the above.
1. Firm’s Principal, Owner or Authorized Representative. This person must be authorized to make commitments for the firm.

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State, Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Years of Architectural Experience\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Has a Registered Architect License in Texas? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Will this individual be attending the Board meetings?\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Other Firm Personnel who have Architectural experience:
2. Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 City, State, Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Years of Architectural Experience\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Has an Architect License in Texas? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 City, State, Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Years of Architectural Experience\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Has an Architect License in Texas? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 City, State, Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Years of Architectural Experience\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Has an Architect License in Texas? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**WESLACO INDEPENDENT SCHOOL DISTRICT**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

SPECIFICATIONS (Continued)

Firm Personnel (Continued)

1. Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 City, State, Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Years of Architectural Experience\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Has an Architect License in Texas? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

e.) Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 City, State, Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Years of Architectural Experience\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Has an Architect License in Texas? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**WESLACO INDEPENDENT SCHOOL DISTRICT**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

**SPECIFICATIONS (Continued)**

1. **References (School District & governmental entities):**
2. Entity Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Contact person:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Year(s) of Service performed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Describe service/project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Entity Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Contact person:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Year(s) of Service performed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Describe service/project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Entity Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Contact person:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Year(s) of Service performed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe service/project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**WESLACO INDEPENDENT SCHOOL DISTRICT**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

SPECIFICATIONS (Continued)

References of School District Clients (continued)

1. Entity Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Contact person:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Year(s) of Service performed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Describe service/project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Entity Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Contact person:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Year(s) of Service performed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Describe service/project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**WESLACO INDEPENDENT SCHOOL DISTRICT**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

SPECIFICATIONS (Continued)

1. **LIST OF SCHOOL DISTRICT AND GOVERNMENTAL PROJECTS**
* Provide a list of Projects your firm has been involved with over the last five (5) years.
* Include only projects for school districts and/or governmental entities.
* List the entity name, location and details of the project (date of project, project cost, and what the project was)
1. **STATEMENT OF QUALIFICATIONS**: Describe your firm’s qualifications (experience) with Texas school district construction projects.

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**WESLACO INDEPENDENT SCHOOL DISTRICT**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

SPECIFICATIONS (Continued)

1. **FIRM’S APPROACH TO PROJECTS**: Describe your firm’s plan and approach to both new construction and renovation projects.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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WESLACO INDEPENDENT SCHOOL DISTRICT

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

**NON-COLLUSION STATEMENT & SIGNATURE SHEET**

The undersigned affirms that he/she is duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this Qualifications Statement in collusion with any other Offeror, and that the contents of this Qualifications Statement as to fees (if requested), terms or conditions have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business or to any person affiliated with Weslaco ISD, prior to the official opening of this Qualifications Statement.

Further, I affirm that after the opening of this Qualifications Statement Response, I (or any representative of my company) will not discuss the contents of this Qualifications Statement with any person affiliated with Weslaco ISD, other than the Assistant Superintendent of Business & Finance or his Designee, prior to the awarding of a contract related to this Qualifications Statement Response. I understand that failure to observe this procedure may cause my Qualifications Statement Response to be rejected.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, have read the standard terms and conditions (Pages 6-7). **(Print/Type Name of Company Officer)** I fully understand them, and will fully execute them if I am

 awarded a contract related to this Qualifications Statement.

I have represented the truth concerning the felony conviction notification. I have checked off one of the three statements on page 8.

I have filled out the Qualifications Statement Specifications Requirements Form as needed (Page 9).

I have read the criteria that the district will consider to award this contract (Page 10).

I fully understand the Request for Qualifications’ specifications (pages 11-18).

 COMPANY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 ADDRESS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 CITY, STATE, ZIP CODE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 AREA CODE/TELEPHONE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 E-MAIL ADDRESS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 SIGNATURE TITLE DATE

**WESLACO INDEPENDENT SCHOOL DISTRICT**

**ARCHITECTURAL SERVICES**

**FOR**

**DISTRICT PROJECTS**

**(RFQ# 21-06-32)**

**Please fill out this form and email immediately to**

**bids@wisd.us** **if you intend to submit a Qualifications Statement.**

Company Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_\_ Zip \_\_\_\_\_\_\_\_\_\_\_\_

Telephone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_