

**STATEMENT OF QUALIFICATIONS
FOR
ARCHITECTURAL SERVICES**



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

ILLINOIS VALLEY COMMUNITY COLLEGE
DISTRICT No. 513
815 North Orlando Smith Road
Oglesby, IL 61348

STATEMENT OF QUALIFICATIONS FOR ARCHITECTURAL SERVICES

INSTRUCTIONS AND SPECIFICATIONS

The Illinois Valley Community College Board of Trustees is seeking Statement of Qualification submittals from architectural firms interested in performing professional services associated with the “Illinois Valley Community College Agricultural Education Facility,” awarded to the College by the Economic Development Administration (EDA). The submittals will be used by the College to identify a shortlist of three (3) architectural firms to be interviewed. The College intends to award this professional service agreement to no more than one (1) architectural firm.

Anticipated Services Overview

The selected Architect will be required to provide a team of professionals capable of delivering the services described in AIA Document B101-2007, the standard form agreement between Owner and Architect. The College asks that the architectural firms not include representatives from consultants as team members.

The project title and condensed scope of work are as follows:

Project: Illinois Valley Community College Agricultural Education Facility

Scope: This grant request includes the development of a new Agriculture Classroom & Lab Building along with associated sitework to support the Agriculture Program at Illinois Valley Community College.

- **Proposed New Building (6,834 GSF)**
 - **Soils Lab 1,200 NSF**
 - **Lab Prep / Storage 350 NSF**
 - **Multi-Purpose Classroom 1,200 NSF**
 - **Faculty Office Space 200 NSF**
 - **Conference Room 280 NSF**
 - **Student Collaboration Space 1,360 NSF**
 - **Toilets / Mechanical / Circulation 2,244 NSF**

- **Proposed New Sitework**
 - **Access drive from existing campus roadway system**
 - **Parking for (39) vehicles**
 - **Pedestrian walkways**
 - **Experimental agricultural plots**
 - **Site utilities**

- Water
- Sanitary sewer
- Electricity
- Fiber optic
- Stormwater management
- Site grading and landscaping
- Site lighting

This condensed scope of work highlights key components of this project. Additional information is available via email or traditional mail; please refer to the Communications section, under Submittal Instructions, on page 5 of this document.

Sustainability

Sustainability is important to Illinois Valley Community College. The College is a leading member of IGEN, Illinois Green Economy Network, which is a vibrant and growing collaboration between the state's 48 community colleges. As an initiative of the community college Presidents, this Network brings community colleges together to expand employment opportunities, improve human and environmental health, foster community engagement, and accelerate market competitiveness to drive Illinois's emerging green economy.

RFQ Submission Requirements

Submittals shall be on 8.5" x 11" paper and not exceed a total of 35 pages, including a cover letter and table of contents. Pages shall be single-sided using a minimum 10-point font. The Architect's Statement of Qualifications should include the following:

1. Company Overview

Include the number of years in business, type of organization or company structure, location(s), number of total company employees, percentage of firm's work in designing educational facilities, and other relevant information.

2. Project Team

Provide resumes of your team's key project personnel. Resumes should highlight qualifications relevant to this project. Indicate the number of years each person has been employed by the firm.

3. Project Experience

Provide descriptions of comparable projects within the last 5 years. Include the following information: owner's name; project location; photos; building type (i.e., academic building, office building, etc.); construction costs; project completion dates; and other relevant information.

4. References

Provide three (3) Owner references (include name, title, organization, address, phone number, and email address).

RFQ Timeline

Below are the key dates anticipated for this selection process. Dates may be adjusted as needed.

Activity	Date
Architect RFQ Issued	Thursday, December 8, 2022
Architect Submittals Due (By or Before 10 AM)	Wednesday, January 4, 2023
Notify Short Listed Firms	Monday, January 9, 2023
In-person Interviews of Short-Listed Firms	Week of January 23, 2023
Notify Firms of Rankings	Monday, January 30, 2023
Negotiations With Highest Ranked Firm	Week of January 30, 2023
Contract Award by Board of Trustees	February 9, 2023

Evaluation Criteria

The College will use the following criteria to evaluate the qualifications submittal.

1. Firm’s qualifications, including disciplines on staff
2. Design Capability and Familiarity with Facility Type
3. Project Management (Includes Willingness/Ability to Meet Time Requirements, Workload of the Firm, and Past Record of Meeting Project Budgets)
4. Chemistry between Team Members and Committee
5. Implementation of Emerging Technologies
6. Client Reference

Submittal Instructions

Proposals are due – On or before Wednesday, December, 2022, by 10:00 AM CST in Room C343, Building C, Office of the Director of Purchasing, Illinois Valley Community College, 815 N. Orlando Smith Road, Oglesby, IL 61348. Submittals received after this time will not be considered.

Please submit ten (10) copies of your submittal, as well as a flash drive containing a PDF file of your submittal. Submittals must be enclosed in a sealed envelope and clearly show the phrase “Request for Qualifications – Architect Services” and the Respondent’s name. Qualifications submitted electronically will not be accepted.

Communications

Immediately upon the issuance of this RFQ, there shall be no verbal communications with the College and its staff regarding this procurement. All questions and requests for information shall be directed in writing, via email or traditional mail, to the following:

Matt Seaton
Vice-President for Business Services & Finance
Illinois Valley Community College
815 N. Orlando Smith Road
Oglesby, IL 61348
Email: matt_seaton@ivcc.edu

Thank you for adhering to this request.

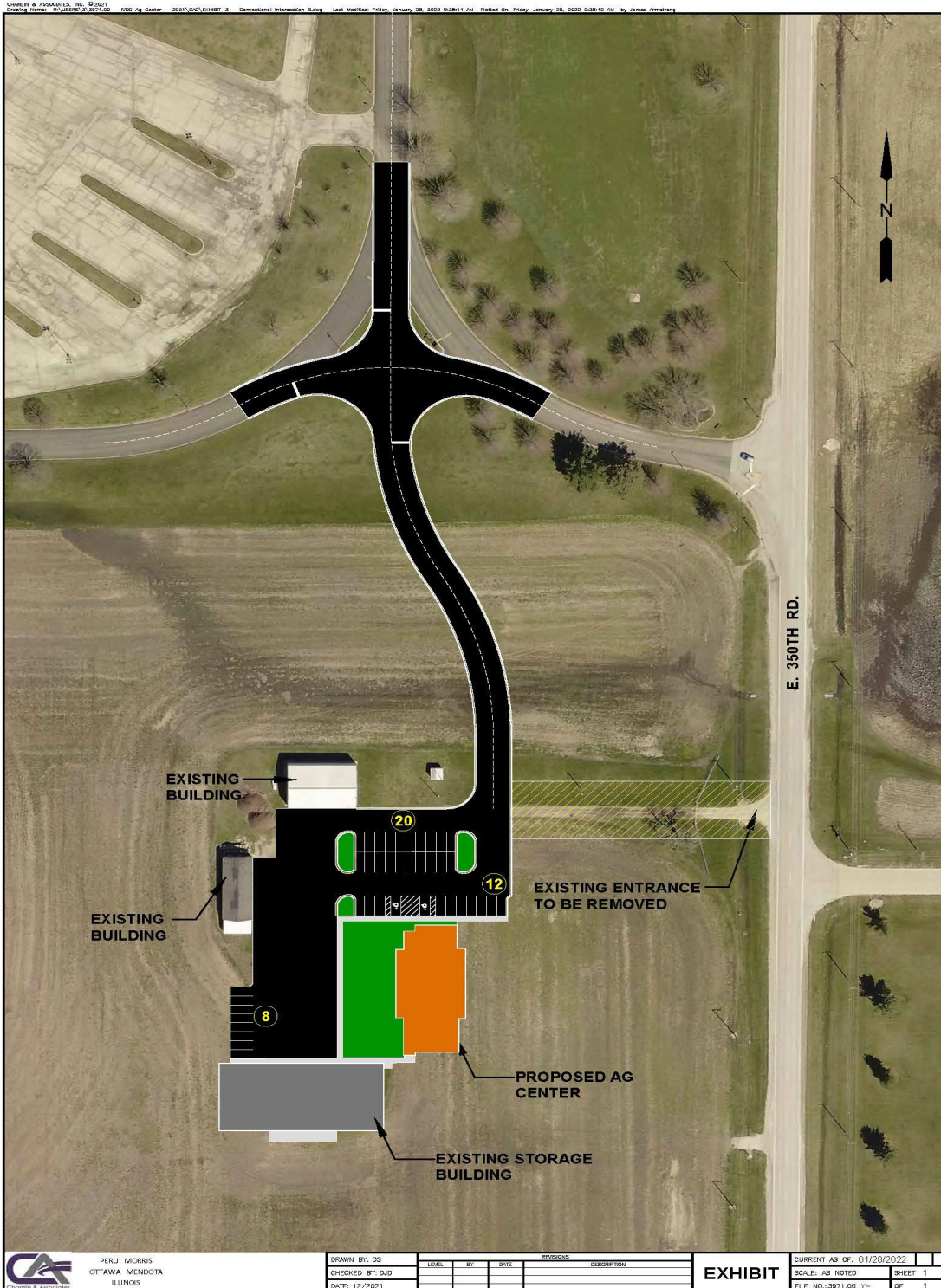
Notice to Firms Submitting

1. The cost of preparing and submitting to this RFQ is the responsibility of the proposing firm.
2. The College reserves the right to reject any submittals, waive any informality in them, amend the Request for Qualifications and the process itself, or discontinue the selection process at any time.
3. The College reserves the right to enter into negotiations with the most qualified firm based on the information provided in the Statement of Qualifications. If the College and the top-ranked firm are unable to develop a mutually satisfactory agreement, the College will terminate discussions with the top-ranked firm and will begin negotiations with the second-ranked firm. This process will continue until a mutually satisfactory agreement is developed.
4. The College’s selection of the Architect and awarding of the professional services contract is dictated by EDA requirements, as well as subject to approval by the Illinois Valley Community College Board of Trustees, in accordance with state and federal law.

Campus Map

The main campus is located immediately west of Interstate 39 in Oglesby, Illinois. The following map depicts the locations of various buildings on our main campus and the approximate area of work.





Thank you for your interest in Illinois Valley Community College.