



## SCOPE OF SERVICES

Solicitation Number: CLMP145

Project Name: Emergency Medical Services (EMS) Vehicle Bay Expansions

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### **PROJECT FOR:**

CITY OF AUSTIN, EMERGENCY MEDICAL SERVICES DEPARTMENT THROUGH ITS CONTRACT MANAGEMENT DEPARTMENT

### **PROJECT TITLE:**

Emergency Medical Services (EMS) Vehicle Bay Expansions

### **OBJECTIVES OF THE PROJECT:**

The City of Austin (City) anticipates selecting a consultant to provide Architectural services to:

1. Construct larger vehicle bays at three existing EMS Stations,
2. Accommodate the new, larger ambulances.
3. Construct larger quarters for paramedics.
4. Improve driveway access for ambulances.

### **BACKGROUND:**

Three City EMS stations were constructed in the 1980's and '90's, when ambulances were smaller and fewer paramedics were stationed at them. The three EMS stations are:

- EMS Ambulance Station No. 2. 6601 Manchaca Road, Austin, TX
- EMS Ambulance Station No. 8. 5211 Balcones Drive, Austin, TX
- EMS Ambulance Station No. 11. 5401 McCarty Lane, Austin, TX

In 2005 Mendoza Architecture, Inc. completed a Feasibility Study and cost estimate on expanding these facilities. This project will implement the recommendations from the Feasibility Study. The Feasibility Study for each station is included with this Request for Qualifications (RFQ) as attachments.

### **ANTICIPATED SERVICES:**

The selected consultant will provide full Architectural Services, including Schematic Design, Design Development, Permitting, Bid and Award, Construction Phase Services, and Warranty Phase Services, including necessary Variances from the Board of Adjustments and/or Planning Commission for parking, building setback, impervious cover, and driveway locations. Partial demolition, as well as renovation of the existing structure, combined with new construction may be necessary to achieve the program goals. The Architect will conduct and lead project meetings and construction meetings, issue meeting notes, review contractor pay applications, submittals, and change proposals, and obtain necessary permits and reviews. All three stations will be combined into one bid package and will be constructed simultaneously by one

contractor. Furnishings are not included. The designs shall meet the requirements for LEED Silver rating from USGBC. The Architect will participate with and coordinate with the Art in Public Places component of the project.

**PROPOSED SCHEDULE:**

- October 2014 – Recommendation for Council Action
- Design and Permitting Phase shall take approximately 12 months
- Bid Phase shall take 6 to 12 months
- Construction Phase shall take approximately 12 months
- Warranty Phase shall take 12 months for the building improvements except for the roof. The roof warranty shall be for 2 years past the date of substantial completion.

**COST ESTIMATE:**

The approximate budget for consultant services is \$400,000.

**MAJOR AND OTHER SCOPES OF WORK:**

Below is a list of the major scopes of work that the City has identified for this project. ***\*There must be representation for all major scopes of work listed in the prime’s Statement of Qualifications. The experience of the firms listed to perform the Major Scopes of Work, whether a subconsultant or prime firm, will be evaluated under Consideration Item 6 – Major Scopes of Work – Comparable Project Experience.*** In addition, the City has identified Other Scopes of Work that MAY materialize during the course of the project. The City does not guarantee that the scopes listed under Other Scopes of work will materialize on this contract. If the prime consultant intends to enter into a subconsulting agreement on a scope of work not listed below, the prime consultant is required to contact SMBR and request an updated availability list of certified firms in each of the scopes of work for which the prime consultant intends to utilize a subconsultant.

**\*Major Scopes of Work**

- Architecture
- Civil Engineering
- Electrical Engineering
- Landscape Architecture
- Mechanical Engineering
- Structural Engineering

**Other Scopes of Work**

- Roofing Consulting
- Permitting

**Notes:**

- Please submit any questions for this RFQ no later than May 5, 2014
- Participation at the prime or subconsultant level may create a conflict of interest and thus necessitate exclusion from any contracts resulting from the work performed in the design phase.
- If the City determines that a conflict of interest exists at the prime or subconsultant level, the City reserves the right to replace/remove the prime or instruct the prime consultant to remove the subconsultant with the conflict of interest and to instruct the prime consultant to seek a post-award change to the prime consultant's compliance plan as described in City Code § 2-9B-23. Such substitutions will be dealt with on a case-by-case basis and will be considered for approval by Small and Minority Business Resources (SMBR) in the usual course of business. The City's decision to remove a prime or subconsultant because of a conflict of interest shall be final. (To be used for the CI RL RFQ only: Construction Inspection firms will not be allowed to perform inspection services on those capital improvement projects in which they performed prior services in either a prime or subconsultant capacity.)
- A consultant performance evaluation will be performed on all professional services contracts. The performance evaluation will be conducted at the end of each Preliminary, Design and Construction phase.