



Cowlitz County Fire Protection District # 5

Serving the Kalama Area

Request for Statement of Qualifications for Professional Services

Cowlitz County Fire District #5 is requesting qualifications from firms interested in providing professional architectural, engineering and construction services for the District's addition/remodeled second fire station in Kalama, WA. The project will involve the design, development and construction with oversight of a shop addition and remodeled second station located at 415 Todd Road, Kalama, WA 98625.

Scope of Project

The Scope of work shall include, but not limited to, the following:

- Analysis of the proposed site
- New and reallocation of utilities
- Civil engineering
- Geotechnical work
- Architectural work: schematic design, design development, build costs, contract documents, bidding and construction administration including project management for the District
- Structural engineering
- Mechanical engineering
- Electrical engineering
- Securing, obtaining and assisting the District with project permitting
- Project closeout with all warranties, guarantees and Operations – Maintenance Manuals
- Design shall be, in concept, a new one story, two apparatus bay, one training room of approximately 4000 square feet and a remodel one story office, meeting room, equipment room(s) approximately 700 square feet.
- Proposal shall break out Phase A costs which shall incorporate cost for conceptual design and projected build costs.
- Proposal shall break out Phase B costs which shall incorporate cost for all engineering, final blue prints, and contract documents.
- Proposal shall break out Phase C costs which shall incorporate cost for all contract documents, bidding and construction administration including project management, permitting, and project closeout with all warranties, guarantees, and associated documents for operations – Maintenance of final structure.



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Qualifications

The statement of qualifications should clearly demonstrate the ability of the responding firm to provide professional services for this type of project. Statement shall include:

- Letter of interest
- Summary of firm's history and experience
- Narrative on how the firm is qualified for the project
- Resume of key project team members and their proposed role
- Client references from at least three projects of similar magnitude to include Names, Phone Numbers, Addresses and Project Description(s)

Submittals that do not meet the format or composition requirements noted herein may be disqualified. No other notifications for this proposal will be made and no further action beyond submission of the above information is required. Following an evaluation of the qualifications and performance information provided, the District may initiate an interview process with the firms determined to be most qualified, or select a firm based strictly on the information submitted.

Selection Criteria

The following criteria may be used to evaluate the applicants:

- Demonstrated experience and expertise of firm and personnel on public works projects
- Previous overall experience of Architect
- References and reputation of applicant
- Qualifications of applicant
- Demonstrate understanding of project
- Ability to comply with District's time line(s)
- Compliance with State / County / City statutes, regulations, codes and rules relating to public works projects

The District reserves the right to reject any or all proposals, to waive informalities and to contract with the firm that appears to best serve the interest of the District.

Please submit four copies of the Statement of Qualifications by 5:00 pm on , February 14th 2025. Proposals shall be marked "Cowlitz County Fire District #5 Todd Rd Station" Attention Chief Vic Leatzow.



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Proposals can be mailed to "Cowlitz County Fire District #5, PO Box 280, Kalama, WA 98625" or delivered to "Cowlitz County Fire District #5, 382 E Frontage Rd., Kalama, WA 98625". No proposals will be accepted if faxed or e-mailed.

Questions regarding this solicitation should be directed to Chief Vic Leatzow at (360) 673-2222