

Request for Qualifications

BENTON COUNTY Architectural Services Office of Public Defense/Prosecuting Attorney Tenant Improvement

Background:

Benton County is soliciting statements of qualifications and performance information from firms interested in providing professional architectural services for a tenant improvement to Benton County's existing justice center facility in order to provide updated office space for Office of Public Defense & Prosecuting Attorney. Scope of work would consist of, but is not limited to the following:

- Design a functioning office space to meet the current and future needs of the Office of Public Defense & Prosecuting Attorney.
- Cost estimates for various options

Qualifications:

Benton County is seeking an Architectural firm with experience in designing functional office spaces within an existing facility.

Submittals:

Submittals will contain the following information.

- 1) Name of firm, brief description of its history, and qualifications to perform this work.
- 2) Past experience regarding designing tenant improvements within existing facilities.
- 3) General description of the firm's experience in work of a similar nature.
- 4) Résumés of staff who would be assigned to the work.

Preferred format for submittal: electronic – PDF via/email; written submittals delivered to Paul Schut at the address below will also be accepted.

Selection Process:

Criteria for selection of firm include experience with designing tenant improvements within current facilities and oral presentation if selected for an interview. The Board of Benton County Commissioners will make the final selection.

Further details may be obtained from:

Benton County Commissioners
Attn: Paul Schut
7122 W. Okanogan Pl. Bldg. A
Kennewick, WA 99336
(509) 736-3082
Paul.Schut@co.benton.wa.us

Deadline:

Submittals must be received by 4:00 pm on Thursday July 2, 2015.