

**City of Houston**  
**Building Services Department**  
**REQUEST FOR QUALIFICATIONS (RFQ)**  
**for**

**Design/Build Services Relating to the**  
**Consolidation of Three Houston Department of Health and Human Services Facilities**

The City of Houston, Building Services Department, on behalf of the Houston Department of Health and Human Services (HDHHS), invites the submittal of Statements of Qualifications (SOQs) from design/build teams interested in providing professional services for the programming, design and construction relating to the Consolidation of Three HDHHS Facilities in Houston, Texas. The existing facilities targeted for consolidation are the Administration Building at 8000 Stadium Drive, Braeswood Laboratory at 1115 South Braeswood, and Pollution Control Offices and Laboratory at 7411 Park Place. All services necessary to assess and verify existing programming, review and verify HDHHS' draft standards for health design requirements, determine the appropriate level of L.E.E.D. (Leadership in Energy & Environmental Design) certification, provide specifications for furniture, fixtures and equipment (FF&E), provide computer-aided drafting and design (CADD) documentation, estimate construction costs, provide value engineering, arrange and conduct meetings, carry on normal construction administration services and perform all construction activities, coordinate commissioning activities, and assist in the warranty review will be required.

A pre-submittal meeting will be held at 9:00 a.m. on Tuesday, April 3, 2007, City Hall Annex, 900 Bagby, 2<sup>nd</sup> Floor Conference Room 257A, to discuss this solicitation. Attendance at meeting is highly recommended but not mandatory.

**Six copies of the SOQ, enclosed in a sealed box or other container, shall be delivered to the City Secretary** of the City of Houston, in the Margaret Westerman Building (a.k.a. City Hall Annex), **Public Level**, 900 Bagby Street, Houston, TX 77002, at or before 2:00 p.m., local time, **Monday April 23, 2007**. Late submittals will not be accepted for any reason. All submittals must be provided in a sealed box clearly labeled on the outside with the Respondent's name, name of the Project, and Building Services Department.

A detailed Request For Qualifications (RFQ) document will be available beginning Monday, March 19, 2007, at Building Services Department's receptionist located on the 2<sup>nd</sup> floor at City Hall Annex, 900 Bagby Street, Houston, Texas and <http://www.houstontx.gov/buildingservices/index.index.html>.

The City will welcome any written questions submitted to: Phil Golembiewski, P.E., City Engineer, Building Services Department, 900 Bagby Street, 2<sup>nd</sup> floor, Houston, Texas, 77002, regarding this solicitation. Questions can also be faxed to his attention at 713-437-6859, or e-mailed to [Philip.Golembiewski@cityofhouston.net](mailto:Philip.Golembiewski@cityofhouston.net). The City will not be bound by any information conveyed verbally. The City will provide, in writing, any clarifications, changes and/or other information, deemed to be necessary, as addenda to this RFQ. Addenda will only be provided to pre-submittal meeting attendees and known RFQ holders that are registered with the City.

Dated: \_\_\_\_\_  
(Publish Friday, March 23 and March 30, 2007)

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Anna Russell  
City Secretary