

KANAWHA COUNTY COMMISSION

P. O. BOX 3627
407 VIRGINIA STREET, EAST
CHARLESTON, WEST VIRGINIA 25336
(304) 357-0117

Request for Expressions of Interest

Re: Architectural Services to Design Office Space and Courtrooms for the Family Law Court, Renovations to the Circuit Court Judges' Offices and Courtrooms, Construction of Office Space on Ground Floor of the Kanawha County Parking Facility, Renovations of Existing Elevators and/or Possible Addition of an Elevator in the Judicial Annex Building, Possible Construction of a New Building, and Preparation of a Future Space Needs Analysis

Date: January 26, 2001

Fiscal Year: 2000-01

Ship To: Kanawha County Commission
407 Virginia Street, East, Room 230
Charleston, West Virginia 25301

Due Date: **Expressions of Interest must be received in a sealed envelope, with the date, time and purpose for the opening marked on the outside of the envelope, on or before Friday, February 9, 2001, at 11:00 a.m., in the Kanawha County Commission Purchasing Department, 407 Virginia Street, East, Room 229, Charleston, WV 25301**

INSTRUCTIONS:

***THIS FORM MUST BE USED AS YOUR COVER SHEET**

1. **Expressions of Interest must be received in a sealed envelope with the due date and time on the outside of the envelope. Faxed Expressions of Interest will not be accepted.**
2. **Unsigned Expressions of Interest will not be accepted**
3. All Expressions of Interest must be in ink
4. Must be F.O.B. Delivery Point, unless otherwise indicated in proposal
5. The County reserves the right to accept or reject in part or in whole any Expression of Interest submitted, whichever is in the best interest of the County.

Expression of Interest, Statement of Qualifications, Performance Data and Proposed Methods of Approach for Architectural Services to Design Office Space and Courtrooms the Family Law Court, Renovations to the Circuit Court Judges Offices and Courtrooms, Construction of Office Space on Ground Floor of the Kanawha County Parking Facility, Renovations of Existing Elevators and/or Possible Addition of an Elevator in the Judicial Annex Building, Possible Construction of a New Building and Preparation of a Future Sp:

Needs Analysis

Vendor Name: _____

Signature: _____

Address: _____

Telephone: _____

Date: _____

**REQUEST FOR EXPRESSIONS OF INTEREST, STATEMENT OF
QUALIFICATIONS, PERFORMANCE DATA AND
PROPOSED METHODS OF APPROACH**

**COUNTY COMMISSION OF KANAWHA COUNTY
CHARLESTON, WEST VIRGINIA**

ITEM: Architectural Services to Design Office Space and Courtrooms for the Family Law Court, Renovations to the Circuit Court Judges Offices and Courtrooms, Construction of Office Space on Ground Floor of the Kanawha County Parking Facility, Renovations of Existing Elevators and/or Possible Addition of an Elevator in the Judicial Annex Building, Possible Construction of a New Building and Preparation of a Future Space Needs Analysis

LOCATION: Kanawha County Commission
407 Virginia Street, East
Charleston, WV 25301

CONTACT:

Jerie Whitehead	Steve Sluss
Purchasing Director	County Manager
Kanawha County Commission	Kanawha County Commission
407 Virginia St., East	P.O. Box 3627
P.O. Box 3627	407 Virginia Street, East, 3rd Floor
Charleston, WV 25336	Charleston, WV 25301
Telephone (304) 357-0115	Telephone (304) 357-0101

DUE DATE: Expressions of Interest, Statement of Qualifications, Performance Data and Proposed Methods of Approach must be received in a sealed envelope, with the due date and time on the outside of the envelope, on or before Friday, February 9, 2001, at 11:00 a.m., in the Kanawha County Commission Purchasing Office, 407 Virginia Street, East, Third Floor, Room 229, Charleston, West Virginia 25301 (P.O. Box 3627, Charleston, WV 25336). *Faxed proposals will not be accepted.*

SCOPE OF WORK: Provide Expressions of Interest, Statement of Qualifications, and Performance Data, which may include anticipated concepts and proposed methods of approach, for architectural services as follows:

1. Design Office Space and Courtrooms for the Family Law Court, Renovations to the Circuit Court Judges Offices and Courtrooms, Construction of Office Space on Ground Floor of the Kanawha County Parking Facility, Renovations of Existing Elevators and/or Possible Addition of an Elevator in the Judicial Annex Building, Possible Construction of a New Building and Preparation of a Future Space Needs Analysis

2. Provide references of previous work.
3. Provide a list of credentials.
4. Provide five (5) copies of your proposal.

Request for Expressions of Interest for Architectural Services
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TERMS & CONDITIONS:

“No bid will be accepted or opened on any County contract if the vendor is listed on the last list of delinquent real or personal property taxes in Kanawha County; provided, however, that the Commission will accept bids by vendors who provide the Commission with satisfactory proof of payment of current taxes or certification from the Sheriff that no taxes are due prior to submission of said bid.”

Vendor shall complete and submit, or have on file with the County, a Vendor Registration and Disclosure Statement.

The Kanawha County Commission reserves the right to reject any and/or all bids and to waive any informalities in bidding.