

REQUEST FOR ENGINEERING AND ARCHITECTURE SERVICES

The **Kanawha County Commission (KCC)** is accepting Expressions of Interest and Statements of Qualifications from qualified engineering and architecture consulting firms detailing the firm's qualifications, technical expertise, management and staffing capabilities, references, and prior experience for the Shawnee Sports Complex Expansion Project.

The Shawnee Sports Complex is a premier multi-use sports complex located in Institute, West Virginia. The Complex includes six collegiate turf multi-purpose fields, four collegiate baseball fields, and 27 acres of additional grass fields. The Complex routinely hosts several large youth sporting tournaments, including events with hundreds of teams and thousands of daily visitors.

The Commission seeks professional services to explore the addition of four full-sized turfed soccer fields to the Shawnee Sports Complex, including any related site development, infrastructure improvements, parking, drainage, lighting, utilities, spectator areas, and other improvements identified during the planning and design process.

Professional services sought may include, but are not limited to, preliminary and general engineering services, cost estimates, architecture and design services, proposed site renderings, surveying, permitting, preparation of construction plans and technical specifications, bidding and contracting assistance, including evaluation of bids, construction administration services, and construction observation services.

Procurement of said services will be in accordance with Chapter 5G-1-3 of the WV Code. Interested firms must submit five (5) copies of the requested information to the Kanawha County Commission Purchasing Office, 407 Virginia Street, East, Third Floor, Room 229, Charleston, WV 25301 (PO Box 3627, Charleston, WV 25336) no later than 11:00 a.m. on Friday, May 29, 2026, in order to receive consideration. Faxed or electronically submitted proposals will not be accepted.

The proposed project(s) may be undertaken with a variety of federal and state funds. All work will be performed in accordance with the applicable regulations. The Kanawha County Commission shall evaluate the statements of qualifications and performance data and other material submitted by interested firms and select a minimum of three firms which, in its opinion, are best qualified to perform the desired services. Interviews with the top three selected firms will be conducted on the afternoon of Tuesday, June 2, 2026, and firms submitting qualifications should ensure availability at that time. Interviews will include discussions regarding anticipated concepts and proposed methods of approach.

For questions regarding submission, please contact the Purchasing Office at 304-357-0115. Kanawha County reserves the right to reject in whole or in part any proposal submitted, if doing so is in the best interest of the County.

Kanawha County
Commission
Kanawha County,
West Virginia
LC-458096
05-13,20;2026