



RFQ APPLICATION FOR CIVIL ENGINEERING SERVICES

Project Name	Continuing Services Contract for Civil Engineering Services
Project Scope	For Single Projects Under \$1,000,000 each
Campus	District Wide All Five Campuses in Palm Beach County
Project Number	Project numbers will be assigned as applicable

For application and selection process information, refer to 1516-10-RFQ CSMEPG CSC Engineering Services.

APPLICANT FIRM Contact Information

Name of Firm	_____		
Address	_____		
	(Street)	(City)	(State) (Zip)
Contact Person	_____		
	(Telephone)	(Fax)	(Email)
	(Name)	(Title)	_____
	(Telephone)	(Fax)	(Email)



1 PROJECT COMPATIBILITY

(5 Points)

In the space below, please provide a brief letter of introduction and justification describing why your firm may be most ideally suited for services to be provided on this Request (Project Compatibility).



2 APPLICANT - BUSINESS STRUCTURE

(0 Points)

Current Name of Firm _____
 Former Name(s) of Firm _____

Ownership Type _____
 Licensed Project Qualifier _____
 (Name) (License #) (Years Experience) (Years w/Firm)

Year Established _____ Operating in Florida Since _____
 Number of Offices _____ Total Staff _____

Office Locations (Home) _____
 (Street) (City) (State) (Zip)

Project Office Location _____
 (Street) (City) (State) (Zip)

Other _____
 (Telephone) (Fax) (Email)

Other _____
 (Street) (City) (State) (Zip)

Other _____
 (Street) (City) (State) (Zip)

3 DISTANCE

(5 Points)

Project Office to LW Campus
 (Miles) _____

4 SUPPLIER DIVERSITY

Refer to General Information Supplement for additional instructions.

(10 Points)

Firm Minority Certification _____
 (Black, Hispanic, Asian, Women, Small Disadvantaged)

Non-minority Firm Profile _____
 % Black % Hispanic % Asian % Women % Other



5 APPLICANT - ASSIGNED PROJECT STAFF

(30 Points)

Applicant Firm

(Corporate Licenses #)

Principal-in-Charge

(Name) (License #) (% to Project) (Years Experience) (Years w/Firm)

Signature, Principal-in-Charge

Project Engineer

(Name) (License #) (% to Project) (Years Experience) (Years w/Firm)

Engineering Designer

(Name) (License #) (% to Project) (Years Experience) (Years w/Firm)

LEED Coordinator

(Name) (License #) (% to Project) (Years Experience) (Years w/Firm)

Support Engineer

(Name) (License #) (% to Project) (Years Experience) (Years w/Firm)

Construction Administrator

(Name) (License #) (% to Project) (Years Experience) (Years w/Firm)

Other

(Name) (License #) (% to Project) (Years Experience) (Years w/Firm)

(Name) (License #) (% to Project) (Years Experience) (Years w/Firm)

(Name) (License #) (% to Project) (Years Experience) (Years w/Firm)

(Name) (License #) (% to Project) (Years Experience) (Years w/Firm)



5.1 APPLICANT FIRM STAFFING ORGANIZATIONAL CHART

(0 Points) Optional

A large, empty rectangular box with a thin black border, intended for the applicant to draw their firm's staffing organizational chart.



6 RELATED PROJECT EXPERIENCE

(40 Points)

The following section (up to 10 projects-pages) may be used to describe your related experience in the design and construction of projects of similar size and scope. It is strongly recommended to provide color photographs of each project to supplement your written descriptions.

6.1

(Name of Project) (Type: NEW, REM, REN) (Year Completed)

(Owner's Representative) (Address) (Location: City, State) (Telephone)

(Size-Stories/GSF) (Total Construction Cost) (Cost/Gross Square Footage)

PHOTOGRAPH(S)



6 RELATED PROJECT EXPERIENCE

6.2

(Name of Project)	(Type: NEW, REM, REN)	(Year Completed)
(Owner's Representative)	(Address)	(Location: City, State) (Telephone)
(Size-Stories/GSF)	(Total Construction Cost)	(Cost/Gross Square Footage)

PHOTOGRAPH(S)



6 RELATED PROJECT EXPERIENCE

6.3

(Name of Project)	(Type: NEW, REM, REN)	(Year Completed)
(Owner's Representative)	(Address)	(Location: City, State) (Telephone)
(Size-Stories/GSF)	(Total Construction Cost)	(Cost/Gross Square Footage)

PHOTOGRAPH(S)



6 RELATED PROJECT EXPERIENCE

6.4

(Name of Project)	(Type: NEW, REM, REN)	(Year Completed)	
(Owner's Representative)	(Address)	(Location: City, State)	(Telephone)
(Size-Stories/GSF)	(Total Construction Cost)	(Cost/Gross Square Footage)	

PHOTOGRAPH(S)



6 RELATED PROJECT EXPERIENCE

6.5

(Name of Project)	(Type: NEW, REM, REN)	(Year Completed)	
(Owner's Representative)	(Address)	(Location: City, State)	(Telephone)
(Size-Stories/GSF)	(Total Construction Cost)	(Cost/Gross Square Footage)	

PHOTOGRAPH(S)



6 RELATED PROJECT EXPERIENCE

6.6

(Name of Project)	(Type: NEW, REM, REN)	(Year Completed)	
(Owner's Representative)	(Address)	(Location: City, State)	(Telephone)
(Size-Stories/GSF)	(Total Construction Cost)	(Cost/Gross Square Footage)	

PHOTOGRAPH(S)



6 RELATED PROJECT EXPERIENCE

6.7

(Name of Project)	(Type: NEW, REM, REN)	(Year Completed)	
(Owner's Representative)	(Address)	(Location: City, State)	(Telephone)
(Size-Stories/GSF)	(Total Construction Cost)	(Cost/Gross Square Footage)	

PHOTOGRAPH(S)



6 RELATED PROJECT EXPERIENCE

6.8

(Name of Project)	(Type: NEW, REM, REN)	(Year Completed)	
(Owner's Representative)	(Address)	(Location: City, State)	(Telephone)
(Size-Stories/GSF)	(Total Construction Cost)	(Cost/Gross Square Footage)	

PHOTOGRAPH(S)



6 RELATED PROJECT EXPERIENCE

6.9

(Name of Project)	(Type: NEW, REM, REN)	(Year Completed)
(Owner's Representative)	(Address)	(Location: City, State) (Telephone)
(Size-Stories/GSF)	(Total Construction Cost)	(Cost/Gross Square Footage)

PHOTOGRAPH(S)



6 RELATED PROJECT EXPERIENCE

6.10

(Name of Project)	(Type: NEW, REM, REN)	(Year Completed)
(Owner's Representative)	(Address)	(Location: City, State) (Telephone)
(Size-Stories/GSF)	(Total Construction Cost)	(Cost/Gross Square Footage)

PHOTOGRAPH(S)



7 LEED - CERTIFIED PROJECTS

(0 Points)

Although the engineering continuing contract will unlikely utilize LEED Projects, the college supports sustainability initiatives. If you have LEED experience, please provide information on your most recent 3 projects.

7.1 Project Name _____

Owner/Location _____

(Owner) (Street) (City) (State)

Size/Cost _____

(GSF/Stories) (Cost) (Cost/GSP)

Certification/Date _____

(Certification Level: Platinum, Gold, Silver, Certified) (Date)

7.2 Project Name _____

Owner/Location _____

(Owner) (Street) (City) (State)

Size/Cost _____

(GSF/Stories) (Cost) (Cost/GSP)

Certification/Date _____

(Certification Level: Platinum, Gold, Silver, Certified) (Date)

7.3 Project Name _____

Owner/Location _____

(Owner) (Street) (City) (State)

Size/Cost _____

(GSF/Stories) (Cost) (Cost/GSP)

Certification/Date _____

(Certification Level: Platinum, Gold, Silver, Certified) (Date)



8 CONTRACT WORK WITH THE COLLEGE

(5 Points)

2016

(Project)	(Final Completion Date)	(Total Construction Cost)
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(Project)	(Final Completion Date)	(Total Construction Cost)
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(Project)	(Final Completion Date)	(Total Construction Cost)
-----------	-------------------------	---------------------------

2015

(Project)	(Final Completion Date)	(Total Construction Cost)
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(Project)	(Final Completion Date)	(Total Construction Cost)
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(Project)	(Final Completion Date)	(Total Construction Cost)
-----------	-------------------------	---------------------------

2014

(Project)	(Final Completion Date)	(Total Construction Cost)
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(Project)	(Final Completion Date)	(Total Construction Cost)
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(Project)	(Final Completion Date)	(Total Construction Cost)
-----------	-------------------------	---------------------------

2013

(Project)	(Final Completion Date)	(Total Construction Cost)
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(Project)	(Final Completion Date)	(Total Construction Cost)
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(Project)	(Final Completion Date)	(Total Construction Cost)
-----------	-------------------------	---------------------------

2012

(Project)	(Final Completion Date)	(Total Construction Cost)
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(Project)	(Final Completion Date)	(Total Construction Cost)
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(Project)	(Final Completion Date)	(Total Construction Cost)
-----------	-------------------------	---------------------------

(Total Number of Projects Completed)

(Sum Total Construction Cost)



9 DISPUTES, LITIGATION, DEFAULTS

(5 Points)

Applicant should disclose the results and amounts of settlement of the most recent ten (10) design or construction contract litigation, arbitration, mediation or other claims involving the Applicant or its principals or any proposed consultants for a period of five years prior to the submission of this proposal. These cases should be prioritized as follows: (1) Disputes with Owners, (2) Disputes in the State of Florida, (3) other.

Name of case _____
Plaintiff/Defendant _____
Year Filed _____
Type of complaint _____
Current Status _____

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Plaintiff/Defendant _____
Year Filed _____
Type of complaint _____
Current Status _____

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Plaintiff/Defendant _____
Year Filed _____
Type of complaint _____
Current Status _____

Name of case _____
Plaintiff/Defendant _____
Year Filed _____
Type of complaint _____
Current Status _____

Name of case _____
Plaintiff/Defendant _____
Year Filed _____
Type of complaint _____
Current Status _____



9 DISPUTES, LITIGATION, DEFAULTS

Name of case _____
Plaintiff/Defendant _____
Year Filed _____
Type of complaint _____
Current Status _____

Name of case _____
Plaintiff/Defendant _____
Year Filed _____
Type of complaint _____
Current Status _____

Name of case _____
Plaintiff/Defendant _____
Year Filed _____
Type of complaint _____
Current Status _____

Name of case _____
Plaintiff/Defendant _____
Year Filed _____
Type of complaint _____
Current Status _____

Name of case _____
Plaintiff/Defendant _____
Year Filed _____
Type of complaint _____
Current Status _____



10 REFERENCES

(0 Points)

Provide 6 references from prior clients (other than this College) for whom services have been performed over the past five years. Attached letters may be submitted supplementing reference data requested below.

10.1

(Owner/Institution)	(Owner's Representative)	(Telephone)	(Email)
(Project)	(Location)	(Type: NEW, REM, REN)	(Year Completed)

10.2

(Owner/Institution)	(Owner's Representative)	(Telephone)	(Email)
(Project)	(Location)	(Type: NEW, REM, REN)	(Year Completed)

10.3

(Owner/Institution)	(Owner's Representative)	(Telephone)	(Email)
(Project)	(Location)	(Type: NEW, REM, REN)	(Year Completed)

10.4

(Owner/Institution)	(Owner's Representative)	(Telephone)	(Email)
(Project)	(Location)	(Type: NEW, REM, REN)	(Year Completed)

10.5

(Owner/Institution)	(Owner's Representative)	(Telephone)	(Email)
(Project)	(Location)	(Type: NEW, REM, REN)	(Year Completed)

10.6

(Owner/Institution)	(Owner's Representative)	(Telephone)	(Email)
(Project)	(Location)	(Type: NEW, REM, REN)	(Year Completed)