

REQUEST FOR QUALIFICATIONS

WALTERBORO WILDLIFE SANCTUARY DISCOVERY CENTER/AMPHITHEATER

I. PROJECT DESCRIPTION

The City of Walterboro is soliciting responses from qualified professional design firms (architectural/engineering/landscape architecture) to renovate a building and build an amphitheater for a Discovery Center for the Walterboro Wildlife Sanctuary located at 100 South Jefferies Boulevard. The Walterboro Wildlife Sanctuary is the gateway to the nationally-renowned ACE Basin and contains over 600 acres of “braided creek” swamp, has over four (4) miles of boardwalks, hiking, biking and nature trails and is conveniently located only three (3) minutes from I-95. The Discovery Center will contain live animal exhibits, static displays, classroom space, meeting space and an amphitheater on the western side of the property. Women and minority owned businesses are encouraged to submit proposals.

II. EVALUATION CRITERIA

- (1) The professional training, expertise and qualifications of the specific individuals to be assigned the project for which the RFQ has been issued.
- (2) Past performance of the firm submitting the RFQ.
- (3) Location of the firm.
- (4) Recent, current and projected workload of the firm.
- (5) Creativity, insight and approach to the project.
- (6) Related experience on similar projects.
- (7) Other factors deemed relevant to the project.
- (8) Willingness to meet time and budget requirements.

III. SELECTION OF INTERVIEWEES

Based on the evaluation of RFQ submittals, the City Manager shall select a short list of firms to be interviewed by City Council.

IV. AWARD OF CONTRACT

Upon completion of the interviews by City Council, the firms shall be ranked. A final scope of services and a fee shall be negotiated with the highest ranking firm capable of meeting City budget and time limitations.

V. FINAL SELECTION

The final selection of the firm shall be made by City Council. This solicitation does not commit the City to award a Contract, to pay any costs incurred in the preparation of a submittal, or to procure or contract for the articles of goods or services. The City reserves the right to accept or reject any or all responses

and to award or refrain from awarding a contract to any Offeror if it is in the best interest of the City to do so.

VII. RESPONSE DATE

To be considered, responses must arrive **not later than 5:00 PM, EST, Monday, September 12, 2016.** One (1) unbound original and seven (7) copies must be sealed and clearly marked on the outside of the envelope/package as **RFQ FOR DESIGN SERVICES FOR WALTERBORO WILDLIFE SANCTUARY DISCOVERY CENTER.** For questions, please contact, Jeffrey P. Molinari, City Manager at (843) 782-1011 or via email at jmolinari@walterborosc.org.

Mailed responses should be sent to:

Jeffrey P. Molinari
City Manager
City of Walterboro
PO Box 709
Walterboro, SC 29488

Hand delivered responses should be sent to:

Jeffrey P. Molinari
City Manager
City of Walterboro
242 Hampton Street
Walterboro, SC 29488