

REQUEST FOR QUALIFICATIONS
RFQ 1002-25 Architect, Independent Representation

Community Healthcore is a Unit of Local Government. We are seeking an Architect to serve as our **Independent Representative** per Govt Code 2269.301 Contracts for Facilities, Design-Build. *Sec. 2269.305. USE OF ARCHITECT OR ENGINEER AS INDEPENDENT REPRESENTATIVE. The governmental entity shall select or designate an architect or engineer independent of the design-build firm to function as the governmental entity's representative for the duration of the project.*

As the Independent Representative you would provide oversight for us by providing the following support:

- 1) Review Designs and Plans / Engineering to ensure compliance with state and local regulations for construction of commercial property in the City of Longview.
- 2) During the construction phase monitor/ inspect construction twice a month to ensure physical construction is in accordance with approved drawings and engineering. (Note: Tom Suess will also be making regular visits to the site).
- 3) Review pay applications as requested by Tom Suess. Tom Suess will review and approve all payments but will reach out to Harris & Craig when there are questions regarding a pay application.
- 4) Provide technical assistance for this project as needed.

If interested, please:

- Please provide a Vita or the like, for your firm outlining your competence and qualifications for providing oversight (items 1-4).
- What turnaround time could we expect for a review of Builders Construction Plans (#1 above)?
- Given the above scope of work (#1-4), how many hours would you anticipate for this project?
- Please provide an hourly rate or contingency fee for your services.

SEND YOUR COMPLETE RESPONSE DIRECTLY TO lee.brown@communityhealthcore.com

Please submit by February 7, 2025

For more information call Lee Brown 903.237.2341

Community Healthcore follows procurement guidelines as established by the State of Texas for Community Mental Health & Intellectual Disability Centers.

To learn more information about our organization please go to: <https://communityhealthcore.com/>

Thank you, Lee A. Brown, Director Contracts Management.