

December 16, 2013

The Eastland Independent School District (“EISD” and/or the “District”) is soliciting a request for qualifications for Architectural and Engineering Professional Services for The City of Eastland. This project is receiving grant funds from the Federal Emergency Management Agency (FEMA) Pre-Disaster Mitigation Grant Program as approved under the CFDA 97-047.

Architectural and Engineering Services will be procured in accordance Texas Education Code 44.031. The first step is the Request for Qualifications from which the District will base selection of those to solicit the Request for Proposals in step two.

**Responses will be evaluated based on criteria that include but are not limited to the following:**

1. Status of Licensure in Texas,
2. Clearance through the System for Award Management (formerly known as the Excluded Parties List System – EPLS),
3. Experience
  - a. Designing projects of similar to the district’s an 11,900 square foot concrete thin shell dome safe room in full compliance with the design guidance document, “FEMA 361, Design and Construction Guidance for Community Safe Rooms” (Second Edition/ August 2008),
  - b. Producing a full set of construction plans and specifications with a raised architect’s seal, assuring that the safe room meets or exceeds the criteria outlined in FEMA 361,
  - c. Experience with peer review of plans produced.
4. Familiarity with dome construction,
5. Ability to create construction documents such as a budget, project scope, schedule, and other information that contractors may require in order to provide bid responses, and
6. References.

Responses will be received until January 7, 2014, at 3:00 p.m. The District will select respondents to provide response to Request for Proposal at the January 15, 2014, noon board meeting.

Proposals will be received by:  
U.S. Postal Service or Delivery at:  
Eastland ISD Administration Bld.  
Attn: Rebecca Hallmark  
900 West Plummer  
PO Box 31  
Eastland, TX, 76448

Rebecca Hallmark  
Assistant Superintendent  
Eastland Independent School District