

CITY OF HIGHLAND VILLAGE
REQUEST FOR STATEMENTS OF QUALIFICATIONS
RELATIVE TO THE SELECTION OF
PROFESSIONAL PLAYGROUND DESIGN AND CONSTRUCTION SERVICES FOR
KIDS KASTLE COMMUNITY BUILD PLAYGROUND AT UNITY PARK, HIGHLAND
VILLAGE, TEXAS

Project For: City of Highland Village
Project Title: Unity Park Kids Kastle Replacement 2019 - 20
Purpose: Request for Statements of Qualifications (RFQ)

Sealed Statements of Qualifications (SOQ's) from design consultants for professional services will be received by the City of Highland Village (City) in the office of the City Secretary, Municipal Complex, 1000 Highland Village Road, Highland Village, Texas 75077 until 2:00 p.m. Wednesday, May 1, 2019. There will not be a reading aloud of proposers.

The date and time for submission of SOQ's shall be clearly marked on the outside of the sealed envelope. No SOQ will be accepted after 2:00 p.m. on the date of the submission.

The RFQ document and all submissions forms can be found on the City's website.

A Pre-Submission Conference will be held at 10 a.m. on April 22, 2019, at the Highland Village Parks and Recreation building located at 948B Highland Village Road (The Robert and Lee DuVall Center), in Room #102 (Boardroom). As part of the Pre-Submission Conference, City representatives will escort prospective professionals to the Project site after a general question and answer session is completed. The Pre-Submission Conference is not mandatory, however, anyone submitting a SOQ without attending the Pre-Submission Conference may fail to obtain information relating to the Project that may impact the ability of the proposer to properly state the proposer's qualifications and experience relating to the Project, resulting in the SOQ being non-responsive and rejected as non-conforming. All questions related to the Project or the Pre-Submission Conference shall be submitted to Phil Lozano (plozano@highlandvillage.org). No questions will be answered after April 24, 2019 at 2:00 p.m.

All questions regarding the project shall be directed to:
Phil Lozano at plozano@highlandvillage.org

Deadline for Submission of Written Inquiries: Wednesday, April 24, 2019 at 2:00 p.m.
SOQ Submission Deadline: Wednesday, May 1, 2019 at 2:00 p.m.