



REQUEST FOR PROPOSALS Architectural Design Services

The City of Vista (hereafter referred to as the “City”) is currently seeking a qualified company (hereafter referred to as the “Consultant”) to provide architectural design services for the Recreation & Community Services Department. The purpose of this Request for Proposals (RFP) is to select a Consultant that demonstrates competence and possesses the necessary expertise to deliver bid-ready construction documents for renovations at the Gloria McClellan Adult Activity & Resource Center at a fair and reasonable cost. The City will consider proposals from qualified Consultants that demonstrate successful capability providing architectural design services in a consistent and timely manner.

The requested services are described in Section II. A digital copy of the RFP is available on the City of Vista Public Meetings, Bids & Contracts webpage (<https://www.cityofvista.com/city-government/public-meetings-bids-contracts>) and office (Vista Civic Center, Recreation & Community Services Department, 200 Civic Center Drive, Vista, California 92084).

Responses to this RFP must be received no later than 5:00pm PT, Monday, September 9, 2019. The proposal must be emailed to Ashley Adair aadair@cityofvista.com with the subject line “McClellan Center Architectural Design Services RFP – [Consultant Name]”. Additionally, five (5) hard copies of the proposal must be mailed to 200 Civic Center Dr., Attn: Ashley Adair (RCS), Vista, CA 92084 by the due date. The City reserves the right to reject any and all proposals, and to waive any irregularity. After emailing proposal, the applicant will receive an email confirming receipt of proposal within 24 hours. If applicant does not receive an email receipt within 24 hours please call Ashley Adair at 760-643-5265 to confirm receipt of proposal.

CERTIFICATION

I, Kathy Valdez, City Clerk of the City of Vista, California, certify that I caused the foregoing public notice to be posted on August 7, 2019, at the following locations within the City of Vista: **1)** the Vista Branch of the San Diego County Public Library, 700 Eucalyptus Ave., **2)** the Lobby Counter at the Gloria McClellan Adult Activity & Resource Center, 1400 Vale Terrace Drive; and **3)** the City Clerk’s Office, 200 Civic Center Drive.

Kathy Valdez, City Clerk