



Brunswick Fire Department

Protecting the Gateway to the Golden Isles since 1892

FIRE CHIEF

Tim White

twhite@cityofbrunswick-ga.gov

BATTALION CHIEFS: (A) R. BUE | (B) J. TYRE | (C) P. BUGLINO

ASSISTANT FIRE CHIEF

Laurence A. Cargile

PUBLIC SAFETY FACILITY RFQ

Project: Design and Development of New Public Safety Facilities

Date Issued: 9.6.2024

Submission Deadline: 10.14.2024

I. Introduction

The Brunswick Fire Department, in collaboration with city leadership, is initiating the research, design and construction of new public safety facilities to support the expanding needs of the community. We are seeking qualifications from architectural firms with proven experience in designing state-of-the-art public safety facilities. The selected firm will lead the research, planning, design, and construction phases of the project, ensuring the final facilities meet operational and community requirements.

II. Project Overview

The new public safety facilities will include a Public Safety Training & Operations Headquarters which will serve as a combined fire and police operational headquarters and training facility. This facility should also provide an Emergency Operations Center (EOC), community meeting space, and other essential infrastructure and features to enhance the city's public safety capabilities. Additionally, the project should include the construction of a fire station that will replace the outdated Station 1 facility. This project is a key component of the city's long-term growth and resilience strategy.

III. Scope of Work

The selected architectural firm will be responsible for:

1. *Preliminary Research & Needs Assessment*
 - a. Conducting a comprehensive needs analysis based on current and future operational requirements.
 - b. Engaging with fire department and city staff to ensure all aspects of fire, police, and emergency management operations are addressed.
2. *Design & Development*
 - a. Designing a functional and aesthetically appropriate facility that aligns with modern public safety standards.
 - b. Integrating sustainable and resilient building practices, including LEED certification, where applicable.
 - c. Providing detailed design and architectural plans for approval.



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3. *Project Management & Coordination*
 - a. Coordinating with city officials, engineering firms, and construction teams throughout the project lifecycle.
 - b. Ensuring timely delivery of all project phases.
4. *Cost Estimation & Budgeting*
 - a. Developing and managing a cost-effective budget that aligns with city financial constraints.

IV. Submission Requirements

Firms responding to this RFQ must submit the following:

1. *Company Profile*
 - General information about the firm, including size, location, and areas of expertise.
2. *Experience & Qualifications*
 - Examples of similar projects completed, especially for public safety or municipal facilities.
 - Experience working with city governments and public safety departments.
3. *Key Personnel*
 - Resumes of key personnel who would be involved in this project, highlighting their relevant experience.
4. *Project Approach*
 - A description of the firm's approach to designing public safety facilities and how they will engage stakeholders throughout the process.
5. *References*
 - Contact information for at least three references from recent projects, preferably in the public sector.

V. Selection Criteria

Firms will be evaluated based on:

- Relevant experience and proven ability to deliver similar projects.
- Technical qualifications and expertise of key personnel.
- Overall project approach and alignment with the city's goals.
- Financial stability and the ability to deliver on time and within budget.
- References and past performance with municipal clients.



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VI. Submission Instructions

Please submit all materials electronically in PDF format to Assistant Fire Chief Laurence Cargile (lcargile@cityofbrunswick-ga.gov). Hard copies may be sent to:

1201 Gloucester St
Attn: Laurence Cargile
Assistant Fire Chief, Brunswick Fire Department
Brunswick, GA 31520

All submissions must be received by the listed deadline to be considered.

VII. Contact Information

For questions or clarifications regarding this RFQ, please contact:

Laurence A. Cargile
Assistant Fire Chief, Brunswick Fire Department
Phone: 912.280.1219
Email: lcargile@cityofbrunswick-ga.gov

The Brunswick Fire Department looks forward to receiving your qualifications and collaborating on this important project.