



REQUEST FOR QUALIFICATIONS

ARCHITECTURAL AND ENGINEERING SERVICES

*Port Angeles School District
216 East Fourth Street
Port Angeles, WA 98362
Phone: (360) 457-8575*

*Request for Qualifications - # RFP.06/14
Architectural and Engineering Services
Released 6/14/19*

The Port Angeles School District No. 121 is soliciting proposals from qualified architectural and engineering firms to provide Pre-Bond/Levy Planning Services.

The Architectural and Engineering Team selected will be expected to provide pre-bond/levy services that develop scope and costs which will be used for a future 2020 bond/levy effort. Should the capital bond/levy pass, the design team selected through this RFQ process may be expected to provide full architectural and engineering services for the following projects:

- “New in lieu of” modernization projects of Port Angeles High School and Stevens Middle School.
- Safety and Security upgrades at the elementary schools.
- A new Franklin elementary school.
- And assist in the creation of a 30 year Capital Facilities Plan

A qualifications-based selection of the design team will take place as outlined in this Request for Qualifications. Proposals are to be limited to 30-pages (15 double sided/30 single sided), and will emphasize the firm’s expertise in school design. The following information, at minimum, shall be included in the Statement of Qualifications in the order indicated:

A. FIRM DESCRIPTION

Provide a brief narrative of the Architectural Firm’s history, staffing, capability and design focus. Identify proposed major consultant firms and their anticipated role(s) in the Project.

B. PROJECT APPROACH

1. Discuss your approach for providing planning, design, construction, commissioning and post-construction services.
2. Explain your approach to cost estimating throughout project planning and design.
3. Provide information about current workload including current phase and anticipated completion.

C. RELEVANT EXPERIENCE

1. Identify recent experience assisting school districts in facility master planning, development of capital project budgets for use in capital bond/levy efforts and experience in capital bond/levy campaigns and promotion.
2. Discuss recent experience in the planning and design of school modernization, replacement and expansion projects. Include the client contact and telephone number for each of the projects listed.
3. Discuss recent experience in the Office of Superintendent of Public Instruction (OSPI) D-form and funding process. Include any experience with funding of “new in lieu of” modernization projects.
4. Recent bidding experience on K-12 modernization, expansion and capital levy projects. Include a record of project cost estimating, bid awards, construction costs and change orders.
5. Provide a statement of your firm’s design philosophy and your ability to translate educational specifications into construction documents.
6. Any additional information you believe to be relevant to the scope of the district’s projects as described above.

D. STAFFING

1. Provide an organizational chart specific to this submittal.
2. Describe the duties and responsibilities of all key team positions.
3. Include a brief narrative resume and list of representative project experience for each member of the project team, including consultants.
4. Provide a schedule of fees for all levels of service provided by the firm.

E. REFERENCES

Provide names, contact information and project(s) completed for three school district clients with whom you have worked in the last five (5) years.

Interested firms should submit six (6) copies of their Statement of Qualifications to:

Nolan Duce
Port Angeles School District No 121
2912 So. Peabody Street
Port Angeles, WA 98362

no later than 3:00 PM, July 9, 2019. Late proposals will not be reviewed and will be returned. Please direct questions to: Nolan Duce, (360) 457-0949, nduce@portangelesschools.org