

REQUEST FOR QUALIFICATIONS
ARCHITECTURAL and ENGINEERING SERVICES
FOR DESIGN AND CONSULTING SERVICES FOR
NEW FERNDALE HIGH SCHOOL

Issued by:

FERNDALE SCHOOL DISTRICT No. 502

6041 Vista Drive

PO Box 698

Ferndale, WA 98248

March 19, 2019



REQUEST FOR QUALIFICATIONS
FERNDALE SCHOOL DISTRICT No. 502
ARCHITECTURAL and ENGINEERING SERVICES
FOR DESIGN AND CONSULTING SERVICES FOR
NEW FERNDALE HIGH SCHOOL

REQUEST FOR QUALIFICATIONS DUE DATE: APRIL 11, 2019, 3:00 PM PDT

A mandatory site walk through will take place on APRIL 5, 2019 at 10:30AM PDT, at the existing Ferndale High School Cafeteria, located at 5830 Golden Eagle Drive, Ferndale, WA. Those interested are to contact Tex Ladish, Construction Services Group, at 360-770-6149. Failure to attend the walk through will eliminate architectural firms from award consideration.

Project Summary

The project consists of a new high school of approximately 222,000 GSF, to be constructed adjacent to the existing Ferndale High School at 5830 Golden Eagle Drive, Ferndale, WA and demolition of the majority of the existing high school and football stadium. The existing high school will remain occupied and operational during the course of design and construction. The new high school is intended to serve approximately 1,600 students. The project is expected to participate in the OSPI School Construction Assistance Program. The district also intends to submit an application for the project for approval to utilize the General Contractor/Construction Manager method of alternative project delivery.

Comprehensive design services including structural, mechanical, electrical, plumbing and site/civil engineering services, cost planning services, energy modeling/analysis, food service; information technology, building controls and security systems integration and management shall be provided by the A/E team for the design of the new high school.

The selected architectural firm will act on behalf of the Ferndale School District to design and provide construction phase project administrative support for the project including the bid/award process, processing contract related ASI's RFI's, Submittals, Punch list inspection activities and final record documents.

It shall be a requirement of this project to ensure new facilities allow for equitable access to education; to maximize efficiency in facilities utilization and to provide educational facilities that support the District's educational vision.

Project Award

Selection committee questions may be asked of submitting firms via e-mail or phone during the selection committee review process. **A short list of firms is expected to be made on April 16, 2019 and interviews of short listed firms are expected to take place on April 22, 2019.** The District intends to enter into a negotiation for a consulting agreement with the firm offering the best qualifications and experience as judged by the Ferndale School District Selection Committee. The Ferndale School District anticipates award of the work in late April 2019.

Professional Services Required

The following professional Architectural and Engineering Services are required:

1. With District participation, finalize and issue Education Specifications that will efficiently support the building and site design process. The first project "deliverable" is to complete the new High School Education Specifications consistent with WAC 392-342-015.
2. Study and analysis of the site location; analysis of federal, state and local code and legal requirements; consultation with Ferndale School District representatives; development of facility space programming requirements; preliminary architectural, civil, landscape, structural, electrical/voice/data, and mechanical design; preparing specifications; preparing project schedules; and preparing independent estimates of direct construction costs.
3. Development of contract documents including multi-discipline detail drawings, specifications, general and special terms and conditions, and specialty professional services and construction contracts.
4. Provide for and work with technical consultants through execution of subcontracts for equipment testing and inspection, and commissioning of the building systems.
5. Overall coordination and administration of the project from design through construction closeout and submission of record documentation.
6. Other related services as required by the Ferndale School District or other code/regulatory agency.

Qualification Submittal Requirements

Professional firms and individuals interested in providing services as described above to the Ferndale School District must:

1. Submit an electronic document via e-mail indicating previous design and project management experience. Qualifications document shall be limited to twenty (20), single sided, 8 1/2 x 11 inch sheets of 12 font print. Statement of Qualifications shall be submitted **no later than 3:00 PM PDT on April 11, 2019**, to:

**Mark Deebach
Assistant Superintendent
Ferndale School District No. 502
6041 Visa Drive
Ferndale, WA 98248
mark.deebach@ferndalesd.org**

Documents received after the designated date and time will not be considered. Hand carried documents delivered to the address above are acceptable and must be date stamped by the School District upon receipt prior to the designated date and time above.

2. All individuals and firms, including minority and women-owned firms, who are lawfully engaged in the practice of architecture and engineering under Chapter 18 of the RCW are encouraged to apply.
3. The district reserves the right to reject any qualifications not in compliance with all prescribed public procedures and requirements and to waive informalities in this qualifications response process.

Each submittal must include:

1. A letter of introduction. Letter (of no more than two single side pages) to include firm's strategy to provide face-to-face project coordination and status to Ferndale School District personnel and the District's Construction Manager.
2. A listing of K-12 projects where Education Specifications were developed and provided. Illustrate a strategy for beginning pre-design / schematic design simultaneously with developing Education Specifications.

3. An organizational chart and summary resumes of key personnel assigned to the project including the project manager, project architect, and all proposed sub-contractors/consultants and their roles.
4. Examples of three previous projects of similar type and scale and current names and references for projects cited. No limitation on years since completion. The District is particularly interested in the breadth and depth of the firm's experience designing and constructing large high school projects which have utilized the General Contractor/Construction Manager method of project delivery
5. The Ferndale School District has interest in sustainable design and construction and will conduct an eco-design charrette and participate in the Washington Sustainable Schools Protocol (WSSP). The new facility is to incorporate sustainable design features, selected material, and energy saving equipment, but will not be a LEED certified facility.
6. Provide your firm's strategy for design that addresses near-term volatile market conditions. Include the firm's approach to enhance design delivery and enhance construction project delivery. If applicable, provide a list of immediate "must haves" from the Owner to enhance project delivery and timeline.

Submittal evaluation by the selection committee will involve a weighted ranking of the following criteria:

1. Strategy to provide face-to-face project coordination and status reporting.
2. Strategy to complete design on aggressive schedule before May of 2020.
3. Experience of the proposed Project Manager with Western WA projects of similar scope.
4. Experience of the firm with GC/CM K12 project delivery at the scale of the proposed new high school.
5. Successful completion of three similar type projects with documented customer satisfaction.
6. Demonstrated experience working with school district project design, planning and construction that require on time and on budget deliverables.

End of RFQ