POUDRE SCHOOL DISTRICT R-1

REQUEST FOR QUALIFICATIONS

BUILDING CONVERSION DESIGN SERVICES

EYESTONE ELEMENTARY SCHOOL

WELLINGTON MIDDLE SCHOOL

RFQu # 23-**280-001**

RFQu SCHEDULE

RFQu Issued	October 11, 2022
Optional Site Visit	October 18, 2022, 1:00 p.m. MT
Questions Due	October 20, 2022, 2 p.m. MT
RFQu Closing Date	October 25, 2022, 2 p.m. MT

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As set forth in more detail below, the District will only consider proposals for this RFQu from vendors that meet the following qualification criteria:

2.1 Principal Architect of record must be registered and licensed in the State of Colorado.

2.2 Vendor must have an established office within 150 miles of Fort Collins, Colorado at the time of RFQu response submission.

2.3 Vendor must demonstrate completion of Projects of a similar size and scope within the last five (5) years.

3.0 SUBMITTAL REQUIREMENTS

As set forth in more detail below, the District is requiring the following information from all vendors as part of their response:

3.1 Letter addressing the considerations below

3.1.1 Completed Architect's Qualification Statement - AIA Document B305 – 1993 or successor form. (Exhibit B)

3.1.2 Design professional's summary of previous work for the District.

3.1.3 Design professional's experience on projects of similar type and size within the last five (5) years.

3.1.4 Whether the design professional or any of its principals has ever declared bankruptcy under their current names or former names.

3.1.5 Whether the design professional or any of its principals has ever made an assignment for the benefit of creditors.

3.1.6 Whether there are any unsatisfied judgements or liens against the design professional or any of its principals.

3.2 Description of the proposed Project team and approach

3.2.1 Qualifications of proposed key team members

3.2.2 Project approach which shall include:

3.2.2.1 Budget and Cost Control

3.2.2.2 Quality Control

3.2.2.3 Schedule Management

3.3 Statement of the vendor's capabilities.
3.3.1 Current and projected workload.

3.4 Proposed Fee Schedule

3.4.1 Submittals must include a complete Proposed Fee Schedule & Hourly Rates as provided in Exhibit D.

3.4.2 Fee Proposal Schedule must include the following consultant fees where applicable to this Project:

3.4.2.1 Architectural Fee

3.4.2.2 Structural

3.4.2.3 Mechanical

3.4.2.4 Electrical

3.4.3 Identify5 I feirkom (t)-2 (a)4 (nt)-2 (f)3 (e)4 (e)4 (s)-Tc 0.00ons uJ 0.002 /P <</Tc

4.7 This RFQu does not commit the District to select or contract with any vendor that provides a response, or to pay any costs incurred by vendors in responding to the RFQu or negotiating a contract. The District reserves the right to reject any and all responses to this RFQu at any point in the process, to waive any irregularities and/or informalities with respect to the RFQu procedures and deadlines, and to select the vendor whose response it deems in its sole discretion to be in the best interest of the District. The award of this RFQu to a selected vendor is contingent upon the execution of a mutually acceptable agreement, a sample of which is provided as AIA Document B101-2017 (Exhibit C). If a mutually acceptable agreement is not executed, the District reserves the right

SCOPE OF WORK

BUILDING CONVERSION DESIGN SERVICES
EYESTONE ELEMENTARY SCHOOL

The District is planning to convert the former Wellington Middle School building into a grades 3,4, and 5 school as an extension of the neighboring Eyestone Elementary School. The joint campus is shown in Exhibit E – Arial Vicinity View. In concept, the District desires to create one consolidated campus that includes the existing school buildings and sites. Consideration must be given to the needs internal to both buildings and associated site work necessary to meet the curricular needs of this campus concept and provide a safe campus environment.

The project will include minor interior modifications to WMS, site improvements at both schools such as elementary and early childhood playgrounds, and traffic improvements to the joint campus.

Eyestone
Eyestone will become a PreK school with ten (10) Early Childhood ("EC") classrooms, four (4) kindergarten classrooms, four (4) 1st grade classrooms, and four (4) 2nd grade classrooms. Consideration must also be given to the associated outdoor play facilities. The EC classrooms have been designed and are permitted for construction. Construction will occur over the summer of 2023 with occupation planned for fall of 2023. Additional interior improvements may be also necessary to accommodate the change to a PreK

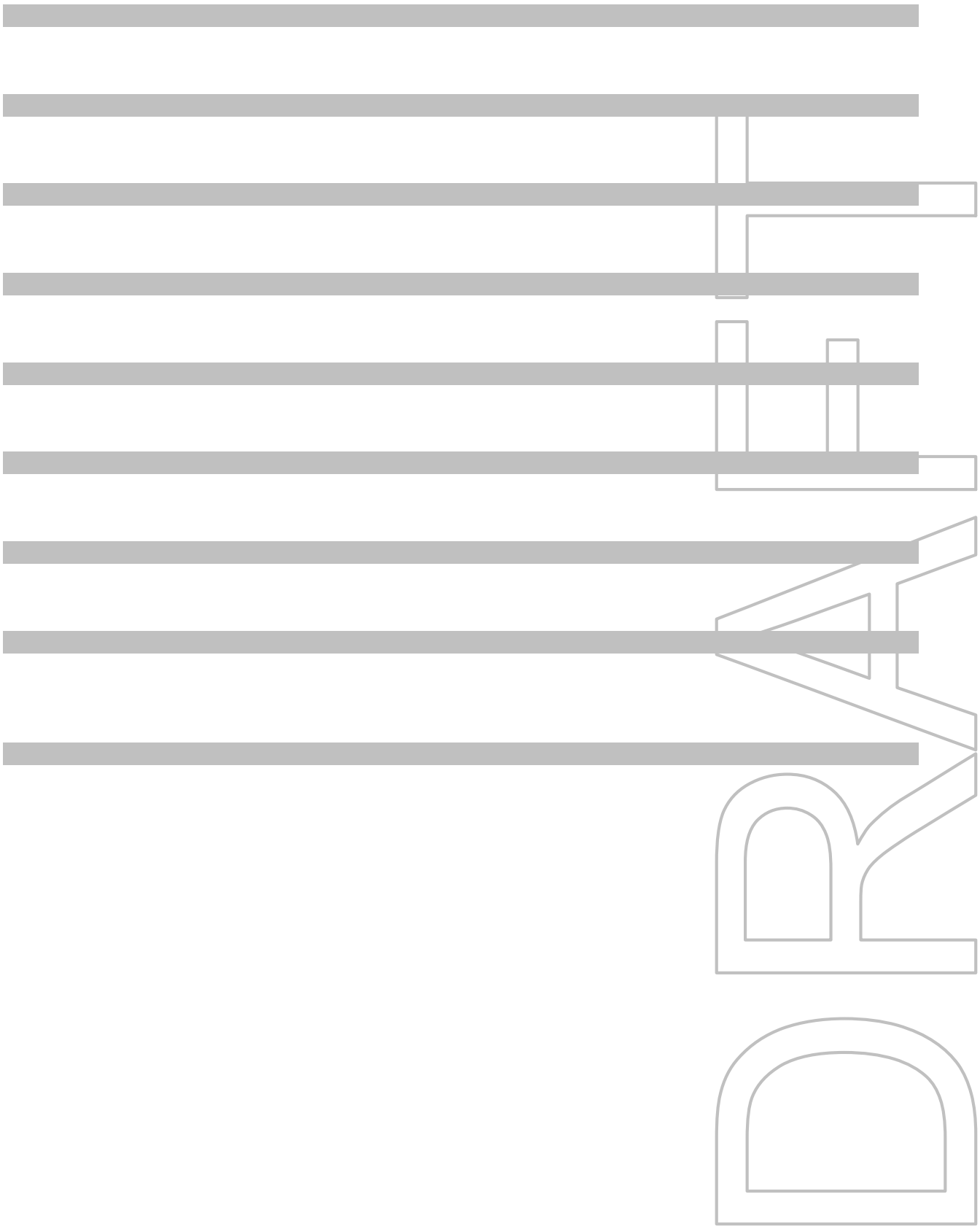
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Exhibit C

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

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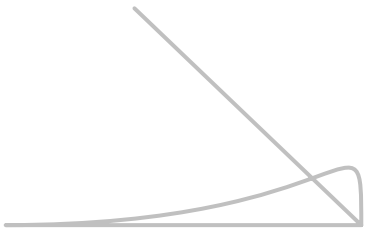

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§ 3.5.2.3 If the Bidding Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective bidders.

§ 3.5.3 Negotiated Proposals

§ 3.5.3.1 Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

§ 3.5.3.2 The Archit

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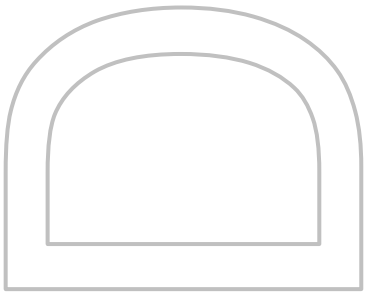

shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals, except that the Architect shall exercise reasonable professional judgement as to the apparent accuracy and/or completeness of such shop drawings and other submittals, and to notify the Owner if such accuracy and/or completeness is in question.

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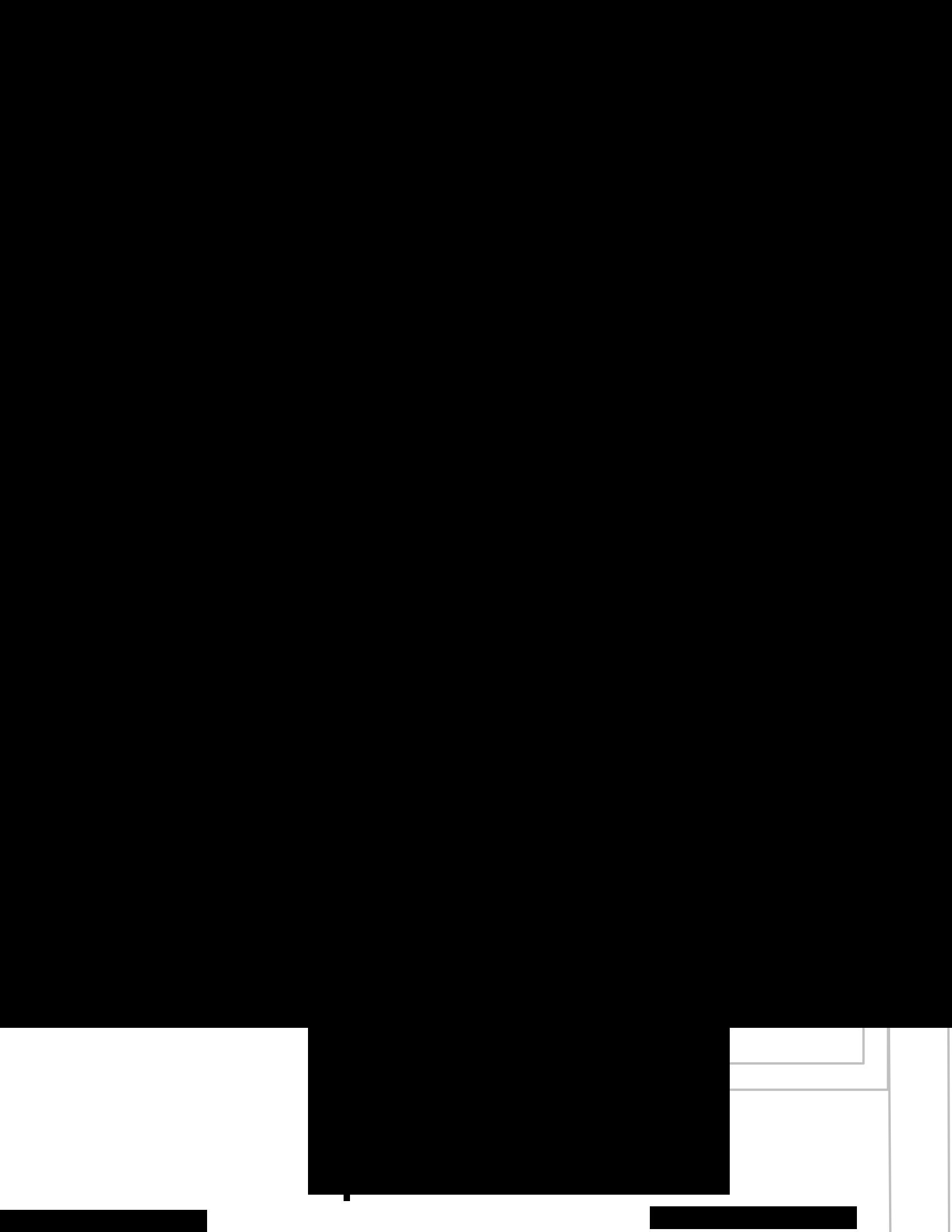

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner rega

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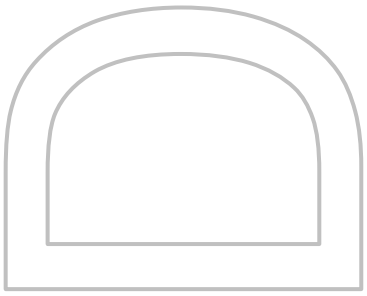

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§ 11.12 OTHER

The Architect agrees that his services performed under this Agreement are considered labor performed or materials furnished for public works and as such the Architect agrees for himself and his consultants to waive any rights to claim a mechanic's or materialman's lien on the Project. Architect further agrees that all funds disbursed to him for services performed by consultants under this Agreement shall be held in trust for those consultants, and Architect guarantees to pay those consultants in a timely manner using those funds. The Architect agrees to look solely to the Owner for payment for their services. Further, the Architect agrees to advise and obtain the consent of its consultants with respect to this arrangement.

ARTICLE 12 SPECIAL TERMS AND CONDITIOt7o hi pa wntMS t7I1I1t

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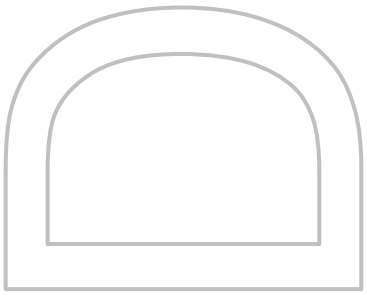

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FEE SCHEDULE & HOURLY RATES

CONTRACT AMOUNT:

Base Fee for Architectural, Structural, Mechanical, and Electrical :

$1,500,000 (Total Construction Budget)	x percent		$
		Subtotal of Base Architectural Services:	$

Additional Architectural Services:

FF&E Assistance to District	TBD	$
Presentation Modeling/Rendering	TBD	$
Coordination of Additional Consultants	TBD	$
	Subtotal of Additional Architectural Services:	$

Additional Consultants:

	$
	$
	$
	$
	$
	$
	$

TOTAL BASIC COMPENSATION: $

Estimated Reimbursable Expenses:

		$
Direct costs billed at 1.1 times not to exceed	TBD	$
Printing	TBD	$
	Subtotal of Estimated Reimbursable Expenses:	$

TOTAL COMPENSATION: $

BASE FEE PER SITE (ITEMIZED FROM TOTAL ABOVE:

HOURLY RATES:

Principal	$	per hour
Project Manager	$	per hour
Project Architect	$	per hour
CAD Technician	$	per hour
Interior Designer	$	per hour
Clerical	$	per hour

Ditch
Fvestone
Elementary School