

REQUEST FOR QUALIFICATIONS

The Tyrrell County Public Schools' Board of Education is interested in engaging in a partnership with an Architectural Firm to build a stand-alone classroom structure, which will house our Career and Technical Vocational Learning Lab. The building will have a design capacity of approximately 75 students during class settings. The facility will be designed with a core capacity of 150 individuals as with dual purpose usage. The project will be constructed on property owned by the Board of Education in the Town of Columbia on the grounds of Columbia High School, located behind the Madge VanHorne Auditorium. The property number on the Tyrrell County GIS map is C0041010.

The Request for Qualifications (RFQ) is designed to comply with all applicable rules and regulations-including all Board of Education policies. Architectural firms wishing to submit for consideration should follow the guidelines established within. A Statement of Qualifications (Exhibit 1), along with supporting documentation, should be submitted to:

Mr. Oliver A. Holley
Superintendent-Tyrrell County Schools
P. O. Box 328
Columbia, NC 27925

before 5:00 p.m. June 24, 2019.

Statements of Qualifications received after that time will not be considered.

All RFQ's that are submitted will be reviewed and evaluated by a selected Stakeholder/Planning Committee.

The Project:

Columbia High School/Early College is a small school with only approximately 160 students. In order to expand course offerings, the school has partnered with Beaufort Community College to offer the Early College program. Beaufort Community College is located in Washington, North Carolina and is approximately 60 miles away from the Columbia High School/Early College location. The school has expanded course offerings by implementing an extensive technology program which links the community college and the school campus thus reducing the travel time and expense for students. The space utilized for the technology program was not designed for this use and is functionally inadequate.

Currently over half of the students at Columbia High School/Early College are taking over 240 classes via distance learning. We are proposing to build a facility that would be appropriate to support the telecommunication between Beaufort Community College and Columbia High School/Early College.

Being isolated and having limited access to cultural activities, the proposed facility would include a multi-use room that could be used for academic and cultural arts related activities including music, dance, media production, visual arts, theater, visiting artist workshops, technology demonstrations, fabrication, product design, prototyping, group counseling, classroom breakout, hands-on science demonstrations, and distance learning/videoconferencing overflow.

The following criteria will be used to select firms for interview and the final selection. Please address the following in your submissions:

A. Expertise and past performance in School Projects:

- How many school projects (such as this) has your firm completed?
- What was the percentage of Errors and Omissions change orders compared to the initial bid for your last 5 projects over \$1M?
- Have you had any legal issues or major technical issues on any of your projects? If so, please include an explanation.
- What was the number of bid addenda on your last projects?
- Describe your experience in determining life cycle and ultimate selection of building components and systems.

B. Staffing and proposed design team for the project:

- Number of architects in your firm.
- List proposed design team with a summary of their education background, professional registration, years of experience, and direct experience with school projects.
- List your proposed MEP, Site, Civil and Structural Consultants (if applicable).
- What is your current workload? Include any Letters of Recommendation that you desire.

C. Proximity to, and familiarity with, the area where the project will be located:

- Does your firm have an office in Northeastern North Carolina? (Yes/No).

- Where is the closest office to Columbia, NC?
- Are you familiar with Tyrrell County and North Carolina building codes and ordinances? Please explain.
- How many projects over \$1M, including school expansion projects have you completed in North Carolina and more specifically Eastern North Carolina?

D. Sustainability in school design:

- Design your design strategy to achieve optimal energy and water efficiency and any other sustainable features.
- List any awards, recognitions or professional acknowledgements you've received for sustainable design.

E. Use of prototypes for proposed design of school projects:

- If you have a prototype that may be appropriate for this project, submit a draft building floor plan and elevations for the proposed project.
- You may submit a draft building floor plan of the proposed project if you do not have a prototype.
- If you have a prototype, describe your proposed project including interior and exterior features, mechanical systems, etc.
- What is your estimated cost per square foot to bid your prototype/draft building in Tyrrell County today?

F. Miscellaneous

- List specialized or appropriate expertise in this type of project.
- List any recent past performance in this type of project. Provide a list of all K-12 projects completed in the last (7) years in North Carolina.
- Describe your recent experience with project cost control and maintaining design schedules.

Please certify by printing name, signature and date along with title that the information that is submitted is accurate to the best of your knowledge and belief.

Schedule for RFQ and for the Project

- **June 7, 2019** Staff to issue RFQ for publication in and on our website and local/regional newspapers
- **June 24, 2019** Receive responses to RFQ
- **June 26, 2019** Assemble team to review and rank all responses. Top three ranked responses will be contacted to arrange for presentation and interview.
- Selected firms allotted 1-hour to present their designs, construction cost control, energy efficiency and other information along with 15 minutes of questions from the panel. Following this final presentation the panel will compare rankings and select the top firm to present to the Board of Education for approval. (**July 1, 2019**)
- Negotiation with finalist and work with legal counsel to prepare the agreement.