

510 PIONEER STREET
RIDGEFIELD WA 98642
(360) 619-1301

RFQ Number 2023-2024-01

Ridgefield School District
Request for Qualifications (RFQ) for Construction-Management Services

Statement of Qualifications Due: October 9, 2023, 3:00 p.m. (PST)

Ridgefield School District is requesting that qualified and interested firms submit a **Statement of Qualifications** for **Construction-Management Services** for various capital projects throughout the District and as follows.

Overview of Project Scope:

General Information.

The Ridgefield School District (RSD), 510 Pioneer Street, Ridgefield, WA 98642, serves approximately 3,900 students at seven sites:

1. Ridgefield Early Learning Center
2. Union Ridge Elementary School
3. South Ridge Elementary School
4. View Ridge Middle School
5. Sunset Ridge Intermediate School
6. Wisdom Ridge Academy
7. Ridgefield High School (RHS)

Funding.

Scope will be funded from various sources including:

1. Funds from passage of an anticipated 2024 bond measure.
2. Local capital levy funds.
3. Funds from the general fund.
4. Additional funding sources as may be determined.

Planned projects.

Current planned projects:

1. 74,000 sf new elementary school and associated site work (Architectural and Civil

- Engineering services have already been awarded for this project).
2. 22,000 sf high school addition and associated site work (Architectural and Civil Engineering services have already been awarded for this project) to support CTE and other instruction.
 3. 128,000 sf new grades 5-8 school campus and associated site work.
 4. 9,000 sf high school addition and associated site work to support wrestling and other associated activities.
 5. Other capital projects as determined by the District during the 2023-2026 time frame.

Schedule.

1. RFQ release – First advertisement, September 20, 2023.
2. Proposals due – **Monday, October 9, 2023, 3:00 p.m.**
3. District review of Qualifications and Negotiations with Selected Firm(s) – October 10 to October 16, 2023.
4. Anticipated Service Dates:
 - a. Pre-bond planning activities and investigations will occur October 2023 through February 2024.
 - b. Pending passage of a 2024 bond, the District anticipates the following approximate construction timeframes:
 - i. New elementary school, completed fall of 2025.
 - ii. High school additions, completed fall of 2025.
 - iii. New grades 5-8 campus, completed fall of 2026.
 - iv. Other capital projects, schedule to be determined 2024-2026.

Scope of Services.

Scope of services will include:

- Develop and manage of the project budget. The budget will become the basis for the not-to-exceed (NTE) price for the services to be rendered by the future general contractors.
- Create and submit all the OSPI School Construction Assistance Program (SCAP) D-Form paperwork to OSPI.
- Assist with procurement and contractual agreements on behalf of the District for District vendors and consultants, which may include, but are not limited to, Architects, Engineers, Constructability Review, Building Commissioning, Materials & Testing Services, Topographic and Boundary Surveys, Geotechnical Investigations, Transportation Studies, Cultural Resource, and other consultants required to successfully design or construct the District's bond program.
- Attend design and construction-management meetings on behalf of the District.
- Review and approve the General Contractor construction submittals, RFIs, proposal requests, and pay applications on behalf of the District.
- Additional services related to the management of the District's bond program as requested by the District.

Qualifications Criteria:

The District invites all interested firms with experience in construction-management services to respond to this RFQ. The District encourages Minority & Women's Business Enterprises (MWBE)

firms, either self-identified or certified by the Office of Minority & Women's Business Enterprises (OMWBE), to submit Statements of Qualifications.

Please adhere to the following format to facilitate review of your qualifications:

1. Letter of interest. Within this letter, please provide general information about your firm, including areas of expertise, firm location, length of time in business, etc.
2. Recent relevant project experience in providing project-management services for K-12 school facilities. Provide project reference contacts. Emphasis should be placed on Washington State school projects, any previous experience with Ridgefield School District, and GC/CM experience.
3. Minimum of five (5) years of experience managing large construction projects, including all phases from design through closeout.
4. Experience with alternative delivery methods.
5. Provide professional resumes of assigned staff. Staff assigned should possess necessary education, training, and background to be qualified in the field.

Selection of Consultant:

The successful firm will provide services to assist the District to develop a plan of furnishing required services for each project in conjunction with the project designers and to develop a budget for those services of the future contractors. This budget will become the basis for a not-to-exceed (NTE) price for the services to be rendered.

The District will review those Statements of Qualifications received by the deadline stated herein and that have complied with all of the instructions in this RFQ. The District reserves the right to waive informalities in any response received to this RFQ. The District may identify one or more firms that have submitted Statements of Qualifications with which to negotiate regarding compensation and other terms for delivery of the desired construction-management services. The District intends to utilize that form of contract attached to this RFQ as Exhibit A, subject to negotiation with the selected firm(s).

The District reserves the rights to reject any or all Statements of Qualifications received, to solicit additional proposals, and/or to award one or more contracts to qualified firms to provide the construction-management services. Any agreement for construction-management services negotiated between the District and a firm to provide construction-management services will not be effective unless and until approved by the Board of Directors.

Submittal Requirements.

Provide one (1) electronic copy of your Statement of Qualifications (no more than 20 pages total) by 3 p.m. (PST) on October 9, 2023, labeled in the email subject line as: "Ridgefield School District RFQ for Construction-Management Services" to:

Paula McCoy, Executive Director of Business Services, Ridgefield School District at Paula.McCoy@ridgefieldsd.org

All questions regarding your submittal should be directed by email to the following address. Answers will be documented in an addendum. Inquiries by phone or other verbal means will not be answered. Do not contact other employees or officials of the District directly.

Paula McCoy
Ridgefield School District
Executive Director of Business Services paula.mccoy@ridgefieldsd.org

Attachments.

Exhibit A – Proposed form of construction-management agreement

End of Request for Qualifications