

Request for Qualifications (RFQ)

For

**Professional Architectural/Engineering/Consulting Services**

For the following scope of work:

**Northland Workforce Development Center  
and  
On-call Services**

Platte County R-3 School District  
998 Platte Falls Road  
Platte City, Missouri 64079  
ph: (816) 858-5420

<https://www.plattecountyschooldistrict.com>

Brian Noller, Director of Community, School  
and Business Partnerships

Platte County R-3 School District

**August 15, 2022**

## Platte County R-3 School District

### **PURPOSE**

The Platte County R-3 School District is soliciting statements of quality and performance information from full service architectural and engineering firms for the purpose of implementing projects proposed for:

- The construction of a Northland Workforce Development Center focusing on Career and Technical Education (CTE) and partnerships
- On-call architectural and engineering services
- Capital campaign assistance
- Site master planning
- Architectural and engineering design
- Assist with all aspects of final cost estimates including bid assistance and construction administration.

The Platte County R-3 School District will screen and select the most highly qualified firms from those submitted and will select the firm considered best qualified and capable of performing the proposed work.

The information submitted will be evaluated against the following criteria:

1. The specialized experience and technical competence, including that of partners and associates demonstrated with related projects.
2. The capacity and capability of the firm to perform the tasks requested, as well as any specialized services, within the time limitations established for the completion of the project.
3. The firm's past record of performance with respect to control of costs, quality of work, design, appearance, utility and the ability to meet time schedules.
4. The firm's ability to demonstrate high levels of value to the client through best practice design, creation of quality learning environments supporting CTE, partnership, and incorporation of cost effective strategies that support a safe and civil school environment.

Each interested firm will identify the individuals or subconsultants performing each service required by the architectural, engineering or surveying project and their degrees, certifications and years of experience performing the service.

## **POTENTIAL PROJECT SCOPE**

The District has planning teams working on evaluating the following areas. The scope of work may include, but not limited to:

- Future Ready School Design for a CTE Facility with multiple partnership spaces
- Site Master Planning for a Northland Workforce Development Center

The selected Consultant(s) will be used to assist with project planning, scheduling and budgeting.

### **The following may also be included in the needed services:**

- Assistance in evaluation of new or existing sites for planned construction.
- Providing revised cost estimates and graphical support for a capital campaign for the proposed projects.
- Progress presentations and on-site meetings
- Stakeholder feedback sessions to guide design
- Provision of a single source consultant having full responsibility by contract for all architectural, engineering and consulting services. Other approved consultants may be used in the process, but will be under contract with the successful architectural firm and identified in selection process proposals unless alternative agreements are mutually beneficial.

Northland Career Center (NCC) Consortium Stakeholder Teams will be established to work with the selected Architectural/ Engineering Firm(s) once the final project scopes are determined.

## **PROPOSAL REQUIREMENTS**

The formal proposal response shall contain the following information, in the following sequence and format. Written and in-person presentations should follow this prescribed format.

**Title Page**  
**Letter of Introduction**  
**Table of Contents**

**Potential project is for a CTE Facility. Consultant should direct their proposal to focus on this facility.**

- 1) Prime Consultant's Firm Profile and Philosophy**  
All of the information submitted should be related to the Prime Consultant. (Do not include information for any sub-consultant in this section. Sub-Consultant information is to be included in Section 8).
- 2) Prime Consultant's Project Approach**  
Submit a project approach regarding your firm's understanding of the content areas identified above. In detail, describe your firm's planning process and how you propose to include District Administration, the Design Teams, Professional Staff and the Board of Education.
- 3) Consultant's Personnel Assigned to the Project**  
Identify the names of any personnel (prime and sub-consultants) who will be members of the actual project team, and identify their level of experience with CTE centers, post-secondary institutions and/or public school projects. List at a minimum 3 relevant projects and locations for each project type that individual team members have worked on.
- 4) Prime Consultant's Experience**  
Prime Consultant should provide information about its experience on similar CTE school projects and its overall qualifications to carry out the project. Please provide project descriptions, locations and color photos on at least 3 relevant projects that have occurred in the last 6 years. All of the projects submitted should be projects completed by the Prime Consultant (do not include past projects for any sub-consultant that may be included on your team). CTE projects may be secondary or post-secondary in nature.
- 5) Future Ready Educational Planning Experience**  
Consultant should provide information about its planning experience and capabilities related to collaborative and engaging workforce centered educational design that will be sustainable for many years to come. Describe how the space will be agile and flexible in the future with potential program changes.
- 6) Cost Control**  
The Prime Consultant will provide a list of three (3) recent projects that are similar. All of the projects submitted should be projects completed by the Prime Consultant in the last 5 years (do not include past projects for any sub-consultant). Indicate the following:
  - 1) Client and the client's budget
  - 2) Consultant's construction cost estimate

- 3) Actual final construction cost including cost per square foot
- 4) As a percentage, identify the deviation of final construction cost from preliminary estimates.
- 7) **Consultant References**  
The Prime Consultant will provide a reference list from three (3) recent projects noted. Include contact name, contact email and telephone numbers. All of the references submitted should be for projects completed by the Prime Consultant. (Do not include references for any sub-consultant that may be included on your team.)
- 8) **Information on Sub-Consultants Your Firm Will Employ for this Project**  
Please include relevant information including: Sub-Consultants firm(s) history & profile, philosophy, specialization, experience, and references.
- 9) **Why Should Platte County R-3 Schools Utilize Your Firm/Additional Information**  
Please feel free to include information describing what makes your firm or team unique.

**Detailed fees and schedule(s) are not requested by the School District as part of this solicitation and are not to be included in your response.**

### **SUBMITTING YOUR RESPONSE**

Your response should follow the outline above and be concise. **Failure to follow any of the RFO's instructions could nullify your response from consideration.** It will be the responsibility of the Prime Consultant to submit 8 copies of your proposal. Parties are requested to sign the proposal with ink, and, when in the name of a company, by some officer whose title is shown. Submissions should be sealed and packaged with clear identification to read as follows:

**"REQUEST FOR QUALIFICATIONS, PLATTE COUNTY R-3 SCHOOL DISTRICT"  
"Professional Architectural and Engineering Design Services"**

Brian Noller, Director of Community, School, and Business Partnerships  
Platte County R-3 School District  
998 Platte Falls Road Platte City, Missouri 64079  
ph: (816) 858-5420, ext 1777

**The deadline for submitting your response will be no later than 2:00 PM on August 29th, 2022. Proposals received after this date and time will not be considered.**

Proposal questions or clarification prior to the submittal date above may be directed to Brian Noller, Director of Community, School, and Business Partnerships. **No electronic proposals or electronic modification of proposals will be considered.**

## **SELECTION**

Within a period of approximately ten **(10)** days following the submittal deadline a Selection Team will evaluate proposals, select the most highly qualified firms and perform formal interviews. Estimated dates for formal interviews will occur during the week of. Board action is anticipated to be at the September 22, 2022 meeting.

## **SCHEDULE OF EVENTS:**

RFQ issued	Monday, August 15, 2022
RFQ responses due	Monday, August 29, 2022
Notification of short-listed finalist(s) for interview	Thursday, September 1, 2022
Finalist Interviews	September 8-9, 2022
Recommendation to Board of Education	Thursday, September 22, 2022
Notification of School District decision	Tuesday, September 27, 2022

## **RESERVATIONS**

The Selection Team and the Platte County R-3 Board of Education reserve the right to reject any and all proposals, waive informality and any technicalities or clerical error in any proposal as the interest of these entities may require, and they will select the proposal which, in their judgment, best meets the requirements of the project.

All costs incurred in the preparation of the response to this Request for Qualifications will be the sole responsibility of and borne entirely by the submitter. All responses to this Request for Qualifications become the property of Platte County R-3 School District and will be part of public record.

## **CONTRACT NEGOTIATIONS**

Platte County R-3 School District will attempt to negotiate a Contract for services described in this RFQ solicitation with the most qualified firm. If an agreement cannot be reached, there will be an attempt to negotiate a contract with the next most qualified firm. This process will continue until an agreement is reached.

## **OTHER RELEVANT SOURCES OF INFORMATION (See Linked Resources)**

- [CTE Whitepaper - April 2019](#)
- [Addressing the Workforce Need in the Northland through CTE](#)
- [Informational Video](#)
- [Funding Presentation for the Northland Chamber](#)
- [Missouri Facilities Research Information](#)
- [NCC \\$30 Million Press Release](#)