

Rowan-Salisbury Schools
500 N. Main Street
Salisbury, N.C. 28144

REQUEST FOR QUALIFICATIONS

INSTRUCTIONS:

This 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 herein. A Statement of Qualifications (Exhibit 1), along with supporting documentation, should be submitted to Mr. Anthony Vann, Assistant Superintendent for Operations, Rowan Salisbury Schools, 500 N. Main Street, Salisbury, NC 28144 before 4:00 p.m. on Thursday, October 18, 2018. Statements of Qualification received after that time will not be considered.

1. Projects

The project consist of a 4,900 square foot fitness center addition to the existing Salisbury High School Gymnasium located in Salisbury, N.C.

2. Executive Summary

Executive Summary limited to three (3) pages including the name of the Proposer, location of Proposer's principal place of business, a brief narrative description including the age of the business, type of business organization and services offered. Summary should describe the Proposer's approach to providing design and project delivery. Identify the Proposer's strengths and any special qualifications your firm may possess. Summarize your firm's approach to preconstruction, construction management, warranty/closeout phases of a project.

3. Schedule

Submit qualifications by 4:00 p.m., Thursday, October 18, 2018. Architectural firms selected for an interview will be notified on Tuesday, October 23, 2018. Interviews will be conducted on Wednesday, November 7, 2018.

4. Selection Criteria & Format of Proposal

The criteria in the Statement of Qualifications form (Exhibit 1) will be used by the selection committee to evaluate your submission. Please note, it is very important that you follow the exact order when responding to each item on the form. Not doing this makes it very difficult for the selection committee to evaluate your submission.

Also, answer all questions and fill in every blank where applicable. The information may be provided on a separate document but the format and order must be followed. Provide five (5) copies of your submittal and one electronic copy.

5. Questions

Questions regarding this RFQ must be submitted before 12:00 Noon, Tuesday, October 16, 2018 via email to Mr. Anthony Vann, anthony.vann@rss.k12.nc.us. All questions will be answered by the end of the day Wednesday, October 17, 2018.