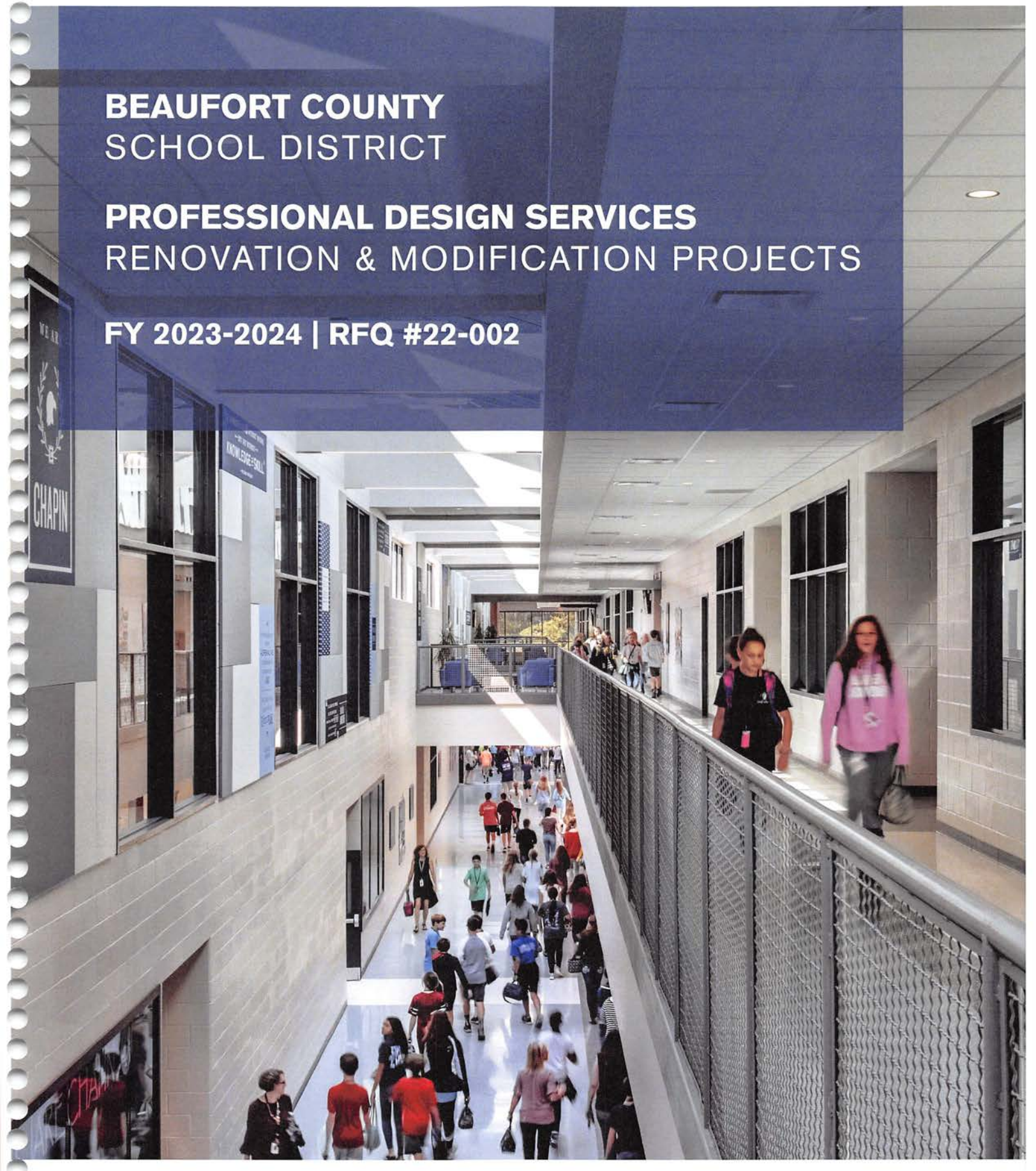
BEAUFORT COUNTY
SCHOOL DISTRICT

PROFESSIONAL DESIGN SERVICES
RENOVATION & MODIFICATION PROJECTS

FY 2023-2024 | RFQ #22-002



WHERE LEARNING LEADS THE WAY
BEAUFORT COUNTY SCHOOL DISTRICT

QUACKENBUSH ARCHITECTS + PLANNERS

Beaufort County School District

Solicitation Number:	22-002
Date Printed:	July 13, 2021
Date Issued:	July 13, 2021
Procurement Officer:	Kaylee Yinger
Phone:	[redacted]
Email:	[redacted]

Request for Qualifications (RFQ)

DESCRIPTION: **Professional Design Services – Renovation & Modification Projects FY 2023-2024**

SUBMIT OFFER BY (Opening Date & Time): **August 10, 2021 @ 4:00 PM**

QUESTIONS MUST BE RECEIVED BY: **August 3, 2021**

NUMBER OF COPIES TO BE SUBMITTED: **Six (6) Original Signed Copies**

Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:
Beaufort County School District
Procurement Office
P.O. Drawer 309
Beaufort, SC 29901-0309

PHYSICAL ADDRESS:
Beaufort County School District
Procurement Office
2900 Mink Point Blvd
Beaufort, SC 29902

AWARDS & AMENDMENTS:
Award will be posted at the Physical Address stated above on or after **August 10, 2021**. The award, this solicitation, and any amendments will be posted at the following web address: http://beaufortschools.net

You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of ninety (90) calendar days after the Opening Date.

NAME OF OFFEROR: (Full legal name of business submitting the offer) ENTITY TYPE:

Quackenbush Architects + Planners — LLC

AUTHORIZED SIGNATURE (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above)

PRINTED NAME — Principal — TITLE

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror above. An offer may be submitted by only one legal entity. The entity named as the Offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.

PAGE TWO

(Return Page Two with Your Offer)

HOME OFFICE ADDRESS (Address for Offeror's home office/ Principal place of business):	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent):
Quackenbush Architects + Planners 1217 Hampton Street, Columbia, SC 29201	Quackenbush Architects + Planners 1217 Hampton Street, Columbia, SC 29201
PHONE NUMBER: [redacted]	
EMAIL ADDRESS: [redacted]	

PAYMENT ADDRESS (Address to which payments will be sent):	ORDER ADDRESS (Address to which all purchase orders will be sent):
☒ Payment Address Same as Home Office Address ☐ Payment Address Same as Home Notice Address (check one only)	☒ Payment Address Same as Home Office Address ☐ Payment Address Same as Notice Address (check one only)

ACKNOWLEDGEMENT OF AMENDMENTS:	Amendment Number	Amendment Issue Date
Offeror acknowledges receipt of amendments by indicating amendment number and its date of issue.		

MINORITY PARTICIPATION- Are you a Minority Business Enterprise: Yes ☐ No ☒
If yes, please include a copy of your certification.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4.0.2

INTRODUCTION

August 10, 2021

Ms. Sandi Amsler
Procurement Officer
Beaufort County Schools
2900 Mink Point Blvd
Beaufort, SC 29902

Re: Professional Design Services – Renovation & Modification Projects FY 2023-2024
Project Number 22-002

Dear Sandi,

Thank you for the opportunity to submit Quackenbush Architects + Planners' qualifications to provide design services for Beaufort County School District's Renovation and Modification projects for 2023-2024. In reviewing our qualifications in this proposal, please consider the following highlights:

Past Performance

Our team has worked with many K-12 Districts throughout the State--including Aiken County, Charleston County, Horry County, Lexington One, Lexington Five, Richland One, Richland Two, and Rock Hill Schools—to successfully deliver projects ranging from traditional classroom typologies to alternative learning environments, specialty labs, flexible collaboration venues, and athletic facilities. We work collaboratively with contractors and owners throughout design and construction, embracing a strong working relationship with all stakeholders. We promote openly shared information, a high priority on project success over individual success, and integration of technology to improve communication and project coordination. The quality of our work and service is evidenced by the high volume of repeat work we enjoy with many of our clients.

Ability of Professional Personnel

The project resumes of our team showcase the range of experience we draw from, as well as additional professional involvement and expertise which informs the projects we complete for educational mission clients. Firm principal Doug Quackenbush is a former president of the South Carolina Chapter and current Southeast Regional Governor of the Association for Learning Environments (A4LE), while firm principal Barbara Haller has served as a voting member of the South Carolina Public School Facilities Committee. This experience augments our knowledge of school construction, expertise in the building codes, and strategic integration of technology into the design process to make our team an exceptional choice for the design of K-12 projects of any scale and description.

Ability to Meet Time and Budget Requirements

To keep a project's schedule and budget on track, the entire team must think critically about these requirements in the context of overall project goals. Careful prioritizing and an understanding of the project goals can help ensure both time and financial resources are allocated where they will have the most impact. Through teamwork with consultants, engineers, and contractors, we navigate a focused process to align scope and budget, with cost estimates obtained at strategic benchmarks along the way to check progress. The team that develops the project documents remains involved throughout construction, ensuring people with an intrinsic understanding of the project see it through from start to finish. Through communication, continuity, and a comprehensive process, we are able to keep projects within time and budget and minimize change orders during construction. Our team is also practiced at navigating the requirements of educational clients whose construction schedules are by necessity tied to an academic calendar.

Location and Knowledge of the Locality of the Project

We are located in Columbia, SC and practice actively throughout South Carolina from the upstate to the coast, including work for school districts from Horry County to Rock Hill to Aiken. Whether coming together for in-person design collaborations, conducting meticulous field work, or making routine site visits to observe construction progress, we are positioned to provide quick response time to all project needs.

Recent, Current, and Projected Workload

Quackenbush Architects + Planners has a significant number of projects entering or currently in the middle of the construction phase. This frees the capacity of our staff to provide a dedicated effort for your project, satisfying your particular schedule requirements. The Q+ team has a realistic understanding of process and schedule challenges and is committed to timely results.

Creativity and Insight Related to the Project

School facilities are among the most important buildings to serve our communities. As such, these facilities should be of high-quality design and lasting construction demonstrating a responsible use of funds, a focus on student performance and well-being, and planning for twenty-first century teaching methods. Over the years, the Q+ team has helped define the direction of K-12 design in the state, with a focus on high-performance spaces which impact learning and support community-building. Through a collaborative process involving diverse stakeholders, we can help you to build consensus on your project and to navigate current design trends supporting evolving teaching pedagogies, technology integration, collaborative and flexible learning environments, and safety and security.

Related Experience on Similar Projects

When working with renovation and modification projects, we believe in design solutions which maximize the potential of an existing facility while transforming the experience of a space to better support contemporary education. We are well-versed not only in best practices for design, but also in the phasing, scheduling, and safety considerations which are central to construction occurring in an occupied school. We also enjoy a healthy working relationship with OSF, and will work with their regulations and the parameters of your District educational specifications to deliver optimal results for high-performing educational environments.

Volume of Work Awarded by the District

Given the opportunity, we would be excited to begin a new partnership with Beaufort County School District, providing the District with the benefits of our K-12 experience and the same quality service we have provided to other Districts throughout the state. This team is well qualified, ready, and enthusiastic about this opportunity to collaborate with the Beaufort County School District.

Should you have any questions regarding our team or this proposal, we encourage you to contact us. Thank you for your consideration of our qualifications. We hope to hear from you soon.

Sincerely,



P. Douglas Quackenbush AIA LEED AP
President

QUACKENBUSH ARCHITECTS + PLANNERS

4.0.3

PRINCIPAL & PROJECT TEAM'S EXPERIENCE

James Island Charter High School CTE & Gym Additions

Charleston County School District

Two new strategic additions located at the perimeter of James Island Charter High School's campus will provide much needed additional education and athletic space and provide a modern update to the school's architectural character. The Career Technology Education (CTE) addition will house classrooms and labs for programs including construction, engineering, health science, and computer technology. Spaces are designed to be flexible and agile, accommodating current needs while anticipating future programs as community needs change over time.

A second 30,000 square foot addition will house the school's competition gym, including home and visitor locker rooms, a sports medicine room, weight room, and seating for 1,500 spectators. School graphics and branding will be incorporated throughout the interior and exterior to establish a strong home team identity. Construction is scheduled to be complete by Spring of 2022.

Location
Charleston, SC

Construction Cost
$18 Million

Size
30,000 SF (CTE)
30,000 SF (Gym)

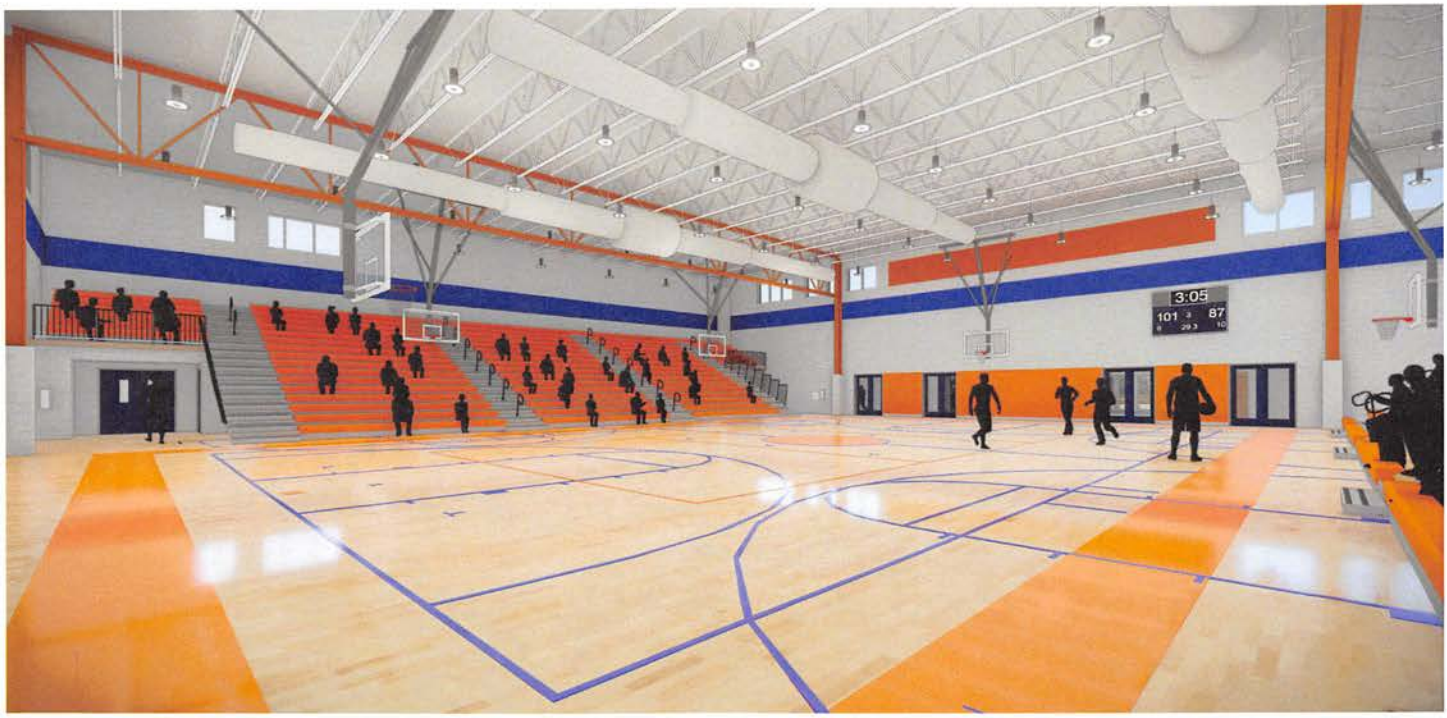
This project will be completed on time and within budget.







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Rosewood Elementary Library Addition & Renovation

Richland School District One

Rosewood Elementary, a 400 student school, has outgrown its original 1930's library and is in need of a new innovative space that more closely supports its current educational pedagogy. The addition includes a reading room with flexible furniture, soft seating, conferencing and workroom/maker space, and associated office and storage support.

The design of the addition is a flexible, daylight filled space that can accommodate the ever-changing needs of the students and faculty. Rather than simply being a place to store books, the new library is a place focused on gathering, collaborating, and inspiring. The renovation and addition total to 4,480 square feet.

Location
Columbia, SC

Construction Cost
$2.2 Million

Size
4,480 SF

This project was completed on time and within budget.




FICTION







Heyward Career & Technology Center Culinary Arts & Classroom Additions

Richland School District One

Culinary Arts, one of the center's most popular programs, is housed in a new addition at the front corner of the school, offering an opportunity to highlight the program in a prominent location on site. The showpiece of the addition is a daylight-filled Culinary Arts lab designed around three large stainless steel cooking suites that integrate counter space, storage, and cooking equipment. Careful consideration was given to the configuration of equipment and ventilation hoods to create an efficient layout that does not sacrifice volume and visibility through the space. A generous expanse of glass tracks across the lab and opens up at the corner nearest the main entrance to the parking lot, offering views of student activity within and animating the school's street front presence.

A second addition at the rear of the school provides classroom and lab space for life skills style curriculum. Three flexible classrooms accommodate small group activities as well as hands-on instruction on daily living skills. Each classroom features a large window that provides daylight and views of the heavily treed landscape that surrounds the school. A shared residential style kitchen space is used for cooking instruction and demonstrations.

Location
Columbia, SC

Construction Cost
$5 Million

Size
14,000 SF

This project was completed on time and within budget.











Northside Elementary School Addition & Renovation

Rock Hill School District

Northside Elementary School houses Rock Hill School District's arts magnet program for the community of Rock Hill. The project team was tasked with developing a master plan for the school campus, allowing for a new arts wing addition to be constructed while planning for demolition and replacement of existing classroom wings in the future.

The school sits on a neighborhood site that has major topographic changes, creating a complex design challenge. The final solution maximizes the project budget, expands deficient core capacity spaces and provides an inviting and creative building that truly instills the arts, the core of Northside's mission.

Location
Rock Hill, SC

Construction Cost
$4.5 Million

Size
25,000 SF

This project was completed on time and within budget.











Ridge View High School Addition & Renovation

Richland School District Two

Significant renovations and additions to Ridge View High School address strategic facility upgrades and expanded program needs. The larger of the two additions includes 24,000 square feet of new teaching and student activity space, including state of the art teaching labs to support the highly successful Institute for Health Sciences magnet programs. A second addition to the front of the school expands the Cafeteria dining hall. The renovations include significant improvements to the entry rotunda, creating a new lobby and help desk and improving safety and security at the school.

Renovations also include upgrading and re-purposing of teaching and administration spaces, as well as a complete roof replacement for the entire building. The exterior additions thoughtfully address the existing context in material, scale, and character while balancing a more contemporary design approach with respect to fenestration, daylighting, and detailing.

Location
Columbia, SC

Construction Cost
$10 Million

Size
30,000 SF

This project was completed on time and within budget.



EXIT
EXIT

Myrtle Beach Primary Renovations

Horry County Schools

Myrtle Beach Primary School, one of the 40 schools in the Horry County Schools network, is the home to approximately 1,000 kindergartners and first graders. Quackenbush Architects + Planners worked with the school district to renovate and unify this 100,000 square foot school that has endured three major additions over the last 30 years. The project includes a complete finishes update, minor renovations to address safety and security concerns and code issues, and a rework of their existing playground areas.

The existing media center, located at the center of the school, has been transformed into a more defined, technology-focused learning commons that utilizes flexible furnishings, writable walls, and smart-boards more suitable for collaboration. The existing playgrounds, which were originally elevated above grade, are redesigned to be more organic and accessible.

Location
Myrtle Beach, SC

Construction Cost
$1.78 Million

Size
100,000 SF

This project was completed on time and within budget.




Picasso
Van Gogh







Piney Woods Elementary School

Lexington Richland School District Five

The 105,000 square foot school is located in Chapin and will serve 750 students. An interactive programming process which included administrators, teachers, parents, board members and community members kicked-off the design of the school. Through this process a number of goals and values to guide the design were identified, including empowering students, providing opportunities for development of problem-solving skills, maximizing resources, maintaining a safe and nurturing environment for all students, and supporting the changing way students are educated in order to succeed in today's fast-paced, technologically-driven society.

The 2-story structure is organized around a central, secure courtyard connecting to the Media Center and Related Arts classrooms. The building is zoned for functionality and security with grade levels on the east side of a central lobby and administration area, and community spaces such as gymnasium and cafeteria to the west. Generous windows provide daylighting and views to the interior of the building, promoting health and well-being for the students and staff inside. Scheduled completion is Summer 2021.

Location
Chapin, SC

Construction Cost
$28 Million

Size
105,000 SF

This project will be completed on time and within budget.




EXIT







New E.L. Wright Middle School & Center for Knowledge

Richland School District Two

This new, modern complex is located on the original site of the aged E.L. Wright Middle School and Center for Knowledge. Despite the challenges of building on an occupied site, the 170,000 square foot design creates a more unified and compact campus, incorporating 21st century learning characteristics and a significant increase in quality green space. The building is comprised of three 3-story academic wings linked by a main circulation spine connecting the academic wings to the arts, gymnasium, library, dining, and administrative spaces. The massing of the academic wings is a collection of simple, "slipping bars" that break down the larger scale of the school. Secure outdoor courtyards and organic playscapes are created by the spaces between each of the academic wings, offering opportunities for outdoor learning. The Center for Knowledge (CFK) anchors the southern end of the building. It is distinguished from the middle school as serving elementary aged children through the use of bold color and large, picture windows in each classroom. The project is designed in collaboration with Perkins + Will K-12 studio.

Location
Columbia, SC

Construction Cost
$60 Million

Size
170,000 SF

This project will be completed on time and within budget.











Horry County SOAR Academy

Horry County Schools

The new SOAR Academy for Horry County Schools in Conway is a 50,000 square foot student focused alternative school. The building's design celebrates the "SOAR" experience adjacent to the main entry with a high sloping roof and an accent brick feature wall, which continues inside as a back-drop to the main stage. Students successfully complete the program and return to their regular school settings. The "SOAR" Room serves double duty as the dining room. A middle school and a high school classroom wing enclose the activity courtyard towards the rear of the building. A shared multi-purpose room and group collaboration spaces are centrally located to serve both population groups. The building is sited on a greenfield site located near the district office, allowing for future facilities and synergies. The project is on schedule to be completed in Summer 2021 to allow for students in Fall 2021.

Location
Conway, SC

Construction Cost
$13.5 Million

Size
50,000 SF

This project will be completed on time and within budget.

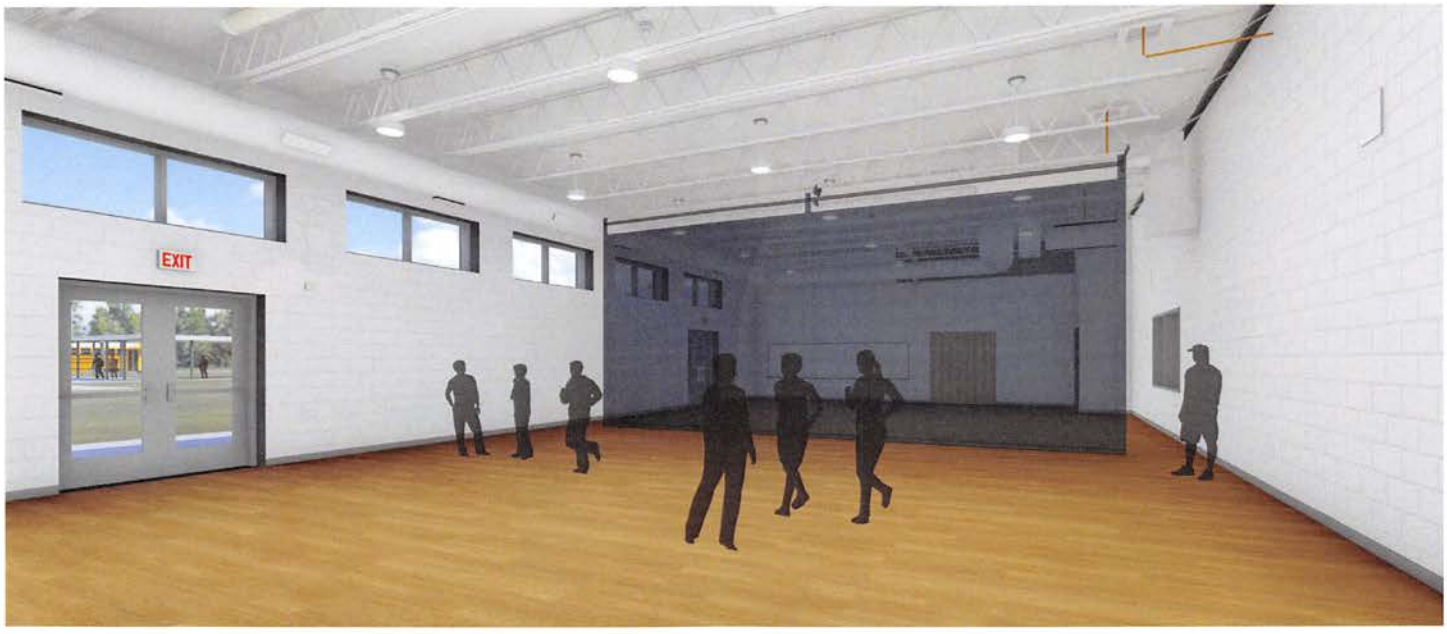


Progress Photo




Progress Photo


Progress Photo


EXIT

Chapin Middle School

Lexington Richland School District Five

This building extends beyond traditional "factory school" conventions to create a true 21st-century learning environment, with a focus on collaboration and community driving many of the plan relationships. Designed for a population of 1,200 students in a rapidly growing area, this 160,000 square foot middle school features the ability to create smaller communities within the whole and offers a range of flexible environments supporting project-based learning.

The plan is organized via a central two-story spine — the academic 'main street' — enhanced with natural light from above. This main street gives visual access to the entire building, linking the wellness and arts components with the classroom wings. This gives clear organization to the building, visually separating the public and private functions. Each of the three academic wings is organized around a core of flexible collaborative spaces filled with natural light. Each wing has access to a secure exterior courtyard that expands the learning environment to the outdoors. The program also includes comprehensive wellness and arts components, state-of-the-art media center, and a full array of specialized science and arts classrooms. Quackenbush Architects + Planners designed the new middle school for Lexington / Richland Five in collaboration with Perkins + Will's K-12 studio.

Location
Chapin, SC

Construction Cost
$27.5 Million

Size
160,000 SF

This project was completed on time and within budget.




CHAPIN MIDDLE SCHOOL


WE ARE
REMARKABLE




"WHY WALK WHEN YOU CAN FLY?"

Muller Road Middle School

Richland School District Two

This 175,000 square foot middle school campus for Richland School District Two accommodates 1,050 students. The 40-acre site includes play fields and a planned area for a future center magnet program. The building is oriented north-south on the site to maximize daylighting in all the major learning spaces and in corridor and public spaces. The design features many sustainable principles: in addition to daylighting, energy efficient mechanical systems, local & recycled materials, and indigenous landscape are featured. The building is organized around a large courtyard that features outdoor learning and teaching spaces via a pavilion and landscaped areas. The building design features three academic wings with flexible, collaborative central spaces to provide diversity of learning options. Within each house are larger flexible classrooms that open via large folding glass doors into two story collaboration areas full of daylight from the clerestory above. The exterior of the building combines local brick, glass and metal panels in a timeless but modern composition. The project is designed in collaboration with Perkins + Will K-12 Studio and is LEED for Schools certified.

Location
Blythewood, SC

Construction Cost
$31.7 Million

Size
175,000 SF

This project was completed on time and within budget.











Dreher High School

Richland School District One

Challenge and controversy highlighted the beginnings of this ambitious effort to reconstruct Dreher High School in its current site, made possible due to the acquisition of additional adjacent land. An intense series of design charrettes and community input sessions over several months produced a design that satisfies adjacent neighborhood concerns and provides expanded and much improved facilities to the High School in its urban setting.

The new, 260,000 square foot structure was built in phases to allow the existing school to operate until completion. The design was developed in partnership with Perkins + Will's K-12 studio. This project represents the experience of Doug Quackenbush as Principal-in-Charge at a previous firm.

Location
Columbia, SC

Construction Cost
$32 Million

Size
260,000 SF

This project was completed on time and within budget.




GYMNASIUM







Blythewood High School

Richland School District Two

Recognized as a CEFPI national finalist for the McConnell Award, this cutting edge 290,000 square foot High School was designed in partnership with Perkins + Will to meet the ever expanding needs of Richland County School District Two. The school housed 1,700 students initially, but has a core that will allow expansion of up to 2,000 in the future. Technology and progressive teaching methodologies inform the design of the campus at all levels. The building is organized around a small lake, taking advantage of the natural beauty of the 150 acre site, and incorporates state-of-the-art program elements, such as a modern Media Center and Cyber Cafe.

The design provides interdisciplinary learning opportunities in four distinct academic houses. Vocational labs are integrated with adjacent science labs in order to create opportunities for interaction and innovative discovery. The plan also features a performance auditorium with ancillary support space and two gymnasiums. This project represents the experience of Doug Quackenbush as Principal-in-Charge at a previous firm.

Location
Blythewood, SC

Construction Cost
$40 Million

Size
290,000 SF

This project was completed on time and within budget.



4.0.3 PRINCIPAL & PROJECT TEAM'S EXPERIENCE

B. Experience in various construction delivery methods: i.e. CM/CG at risk, low bid, multi-prime, etc.

Q+ makes a practice of maintaining collaborative relationships with owners and builders regardless of the delivery method. Currently, we are performing construction administration with significant projects executed in the CM at Risk delivery method: Piney Woods Elementary School for School District Five of Lexington and Richland Counties, the new E.L. Wright Middle School and Center for Knowledge for Richland School District Two, and additions to Carver Lyon Elementary School in Richland School District One.



Piney Woods Elementary



E.L. Wright Middle School & CFK



Carver Lyon Elementary

4.0.3 PRINCIPAL & PROJECT TEAM'S EXPERIENCE

C. Experience with unique approaches, creativity in designs and site adaptation, integration of the newest technologies.

collaborative approach

A thorough understanding of context and client needs is critical to the holistic design of a building. Identifying goals early in the project improves the success of their implementation. All choices, from siting the building to the selection of materials and appropriate technologies, should support the project goals developed through collaboration with the owner's team.

student-focused design

Student needs take priority in the determination of criteria regarding natural light, air quality, acoustics, lighting, safety, and visual and thermal comfort. Sustainability comes into play not only as a means of safeguarding the environment, but also for the impact it has on the well-being of the occupants and its influence on life cycle costs. A healthy environment doesn't just feel pleasant, it has measurable impacts on factors such as test scores and attendance.

process driven implementation

Our process-driven approach helps us establish goals, work through them holistically, and achieve results that are affordable for the district, meaningful to the community, and supportive of the needs of students and staff. Q+ is well-versed in the planning strategies and tried-and-true elements that make a K-12 project "work." We are able to maneuver within these parameters to advance both quality and image, achieving a creative solution that is a truly special place to teach and learn.



4.0.3 PRINCIPAL & PROJECT TEAM'S EXPERIENCE

D. Demonstrated sensitivity to flexible and economical designs without sacrificing quality, aesthetics or functionality.

Economical design does not have to sacrifice quality. Certain tools—such as proportions, use of human-scale elements, and optimization of day-lighting—can be used to respond to a building's site and context, ensuring that a beautiful solution can be achieved on a reasonable budget. We have an excellent track record of working within budgets to produce first-rate facilities.

The high volume of repeat work and the respect we have gained from other districts within the state are a testimonial to our ability to deliver excellent designs within given parameters. We are able to work within established budgets to create facilities districts are proud of, buildings that facilitate educational goals and contribute to the context they are a part of.

4.0.3 PRINCIPAL & PROJECT TEAM'S EXPERIENCE

E. Experience in meeting design timelines and construction schedules with clearly established and proven methods for maintaining the construction budget.

Quackenbush Architects + Planners and our team of consultants are highly experienced in providing outstanding service to educational clients including public school districts, universities, and technical colleges, as well as numerous other public sector clients. Our team's foundation is based on a collaborative effort and commitment to providing a quality product that allows us to consistently exceed budget and schedule expectations. The following projects completed by Q+ will attest to this.

Lexington-Richland School District Five

PINEY WOODS ELEMENTARY

original budget $28 million
actual cost $28 million
bid award $26.5 million
anticipated occupancy date August 2021
This project will be completed on schedule.



Richland School District One

HEYWARD CAREER & TECHNOLOGY CENTER ADDITIONS

original budget $4.6 million
actual cost $5 million
bid award $3.7 million
anticipated occupancy date Fall 2020
This project was completed on schedule.



Lexington-Richland School District Five

CHAPIN MIDDLE SCHOOL PHASE 1 & 2

original budget P1: $21 million | P2: $8 million
actual cost P1: $21million | P2: $7.5 million
bid award P1: $20.5 million | P2: $7.5 million
anticipated occupancy date Fall 2015 | Fall 2018
This project was completed on schedule.



Richland School District Two

RIDGE VIEW HIGH SCHOOL ADDITION

original budget $13.1 million
actual cost $9.1 million
bid award $9.4 million
anticipated occupancy date July 2011
This project was completed on schedule.



4.0.3 PRINCIPAL & PROJECT TEAM'S EXPERIENCE

F. Demonstrated ability of the Principal and project team members to successfully represent the owner without the involvement of a construction management firm during design and/or construction.

Quackenbush Architects + Planners has extensive experience with in-house management of the construction administration process. The majority of our work is comprised of projects in which the owner did not utilize a third-party construction manager. We are comfortable working directly with the owner and contractor without an intermediary and can expand our services to any degree necessary to accommodate your needs.

Examples of projects delivered in this manner include:

+ Horry County SOAR Academy \ Horry County Schools
+ Myrtle Beach Primary School Renovations \ Horry County Schools
+ Heyward Career & Technology Center Culinary Arts & Classroom Renovations \ Richland School District One
+ Rosewood Elementary Library Addition & Renovation \ Richland School District One
+ Piney Woods Elementary \ School District Five of Lexington & Richland Counties
+ New E.L. Wright Middle School & Center for Knowledge \ Richland School District Two
+ Muller Road Middle School \ Richland School District Two
+ Ridge View High School Addition & Renovation \ Richland School District Two
+ Blythewood High School \ Richland School District Two
+ Northside Elementary Addition & Renovation \ Rock Hill Schools
+ Sunset Park Elementary Addition & Renovation \ Rock Hill Schools

4.0.3 PRINCIPAL & PROJECT TEAM'S EXPERIENCE

G. Explain methodology used for project information tracking and the creating of a historical archive at project completion.

Careful documentation, including maintenance of the Building Information Model throughout all project phases, is key to creating a historical archive to be passed on to the Owner at project completion. The design team maintains an archive copy of the building model and drawing sets produced at each phase of the project. In addition to the records kept by the contractor, any changes or new information that arise during construction is documented via standard forms outlined in the project specifications, then incorporated into the project model with revised drawing sheets issued. At the end of construction, the completed building model can be used to produce an up-to-date set of as-built drawings for the Owner's records. Digital copies of all project submittals – recording the final products that are selected and installed on the project – are also included in this archive and provided with the closeout documents.



