



**ROCKFORD BOARD OF EDUCATION
REQUEST FOR PROPOSAL ON SUPPLIES, MATERIALS, EQUIPMENT OR
SERVICES FOR SCHOOL DISTRICT NO. 205
ROCKFORD, ILLINOIS**

RFP No. **23-56 Planning Consultant – Facilities Master Plan**

DATE: **May 3, 2023**

RE: **ADDENDUM NO. 2**

To All Bidders:

Included are modifications, clarifications and/or corrections for the Project Manual and are hereby made a part of the contract documents. Please attach this addendum to the Project Manual(s) in your possession. Please note the receipt of this addendum on the bid form. Bidders shall review changes to all portions of this work as changes to one portion may affect the work of another.

If you plan to hand deliver your RFP submission on the due date, please note you must check in on the 1st floor prior to coming to the bid opening. Please allow time for this as late submission will not be accepted.

Refer all questions relative to the business aspect, Instructions to Bidders, Special Conditions, and questions concerning the technical aspect of the documents to the Director of Purchasing by email at purchasingdeptstaff@rps205.com.

CLARIFICATIONS

This addendum includes minutes from the pre-bid meeting, the pre-bid opening statement, and the pre-bid sign in sheet.

ROCKFORD BOARD OF EDUCATION

By: Dane Youngblood
Director of Purchasing

CLARIFICATIONS

****Attendance at the May 2, 2023 pre-bid meeting is no longer mandatory or required to submit qualifications.****

Pre-Bid Meeting Minutes

Michael Phillips, Chief Operations Officer, provided the following District overview:

- In 2022 completed a ten-year \$279 million facilities master plan
 - Built two new elementary schools
 - Three field houses
 - Multiple cafeteria/gym additions at elementary schools
 - Demolished 11 buildings
 - Went from an average building age of 68 years to 50 years
 - 44 buildings – 4.9 million sq. ft. 775 acres
 - 41 schools
 - 3 administrative
 - 2 stadiums, Swanson (Guilford HS, East HS) Wyeth (Auburn HS, Jefferson HS)
 - Year – 2 of a three-year 160 million HVAC upgrade, ESSER-II/ARP ESSER
- Seeking a planning consultant to assist us in the development of a five-year approximately, \$190 million facilities master plan
 - Funding sources, CPPRT, Reserves, and bonding capacity
- Areas of focus:
 - Support service space – elementary schools
 - Accessibility
 - 4-2-1 concept –
 - Programs offered at four high school locations
 - Programs offered at two high school locations
 - Programs offered at one location, creating an A+ facility space versus duplicating programs and having B- facility space
 - Procuring space for specific career programs, Automotive, welding, building trades, mechatronics
 - IB program rollout
 - K-5: SY 22/23
 - 6th: SY 24/25 (at Conklin)
 - 6-8: SY 25/26 (middle school needs to be identified)
 - 9th: SY 26/27 (high school needs to be identified)
- Advertising a RFQ for demographer to review
 - ES school boundaries
 - Feeder school system into MS and HS
 - Special Program in each quadrant
 - Montessori
 - Steam at Haskell
 - Two-Way language immersion at Barbour
 - Gifted @ Marshalls
 - International Baccalaureate at Conklin SY 23-24
 - Enrollment Pre-K/12 Decreasing enrollment 700 – 1,000 students between 23/24 and 27/28
- Information provided:
 - Facilities Condition Assessment 2020
 - Building Utilization Analysis 2020
 - SY22-23 Enrollment Analysis
 - Standards of Service
 - Standards of Practice
- Responses due Thursday, 5/18/23

- Interviews week of 5/29
- Board approval 6/27/23

Below are questions from the pre-bid meeting and corresponding answers:

1. Is this an update to the previous 10-year plan?
 - a. This is a five-year (\$190 million) plan and will address needs not included in the prior plan, including support services space, restroom upgrades, security concerns with pod classroom structure in multiple elementary schools, removal of mobile classroom buildings at five elementary schools and one high school, casework and other Pre-k – 12 programming needs.
2. Please explain the 4-2-1 high school concept.
 - a. This concept involves offering certain programs at all four of our traditional high schools, offering certain programs at two of our high schools, and offering certain programs at a single, dedicated building.
3. Who would we be working with initially?
 - a. Chief Operations Officer, Director of Design & Construction, Chief Financial Officer, and Chief Information Officer.
 - b. This group will develop a Facilities Task Team including Board members and members of the community.
4. What is the scope of the work?
 - a. Main focus will be on our school buildings and new property.
 - b. Not as much focus on our current administrative buildings.