

Barnwell County School District

Request for Qualifications Architectural / Engineering Services

Barnwell County Schools is requesting Statements of Qualifications from interested professional Architectural firms for potential new school buildings and additions, school repairs and miscellaneous improvements at schools across the District.

RFQ documents may be obtained from the District's website.

Sealed Statements of Qualifications must be received on or before 2:00 p.m. on Monday, February 12, 2024. Statements received after the stated time will **not** be considered.

INSTRUCTIONS:

This Request for Qualifications (RFQ) solicitation does not commit the School District to award a contract, to pay any cost incurred in the preparation of this proposal, or to procure or contract for these services.

Barnwell County Schools
Contact: Mike Beasley
Mailing / Delivery Address:
Email: mbeasley@bcasd.net

Please use the above contact and do not contact other staff or elected officials in regard to this procurement process. Improper contact may result in disqualification of your proposal. No pre-proposal conferences, meetings, or site visits shall be conducted. Any questions that are necessary to complete proposals can be sent in writing seven (7) days prior to submission deadline to name listed above. Offerors mailing submissions should allow a sufficient mail delivery period to insure timely receipt of their submissions by the School District.

NUMBER OF COPIES:

Submit **three (3) copies** of qualifications statement with 1 PDF file on a USB drive. Statements of Qualifications received after that time will not be considered. Please mark your proposal with a label entitled "Architectural/Engineering Services" and include the due date and time of proposal.

This Solicitation does not commit the District to award a contract, to pay any costs incurred in the preparation of submissions, or to procure or contract for the services solicited. The School District has the right to reject any or all submissions, waive any minor irregularities, cancel in part or whole this Solicitation if it is in the best interests of the School District, and award a contract that will be most advantageous.

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REQUIREMENTS:

Statements of Qualification must meet each requirement stated below:

Format:

- 8.5" x 11"
 - Bind all copies of the SOQ
 - Include one copy of the SOQ in electronic format (PDF)
1. Statement as to the firm's abilities and qualifications related to K-12 public schools, including the number of years the firm has been in business, the geographical area of operations and professional affiliations.
 2. Provide a minimum of five (5) projects in which the firm has provided services for similar school districts. For each project, include name and contact information for clients/owners.
 3. The names of all team members that would be assigned to the project and the role they would play. Include a brief description of certifications, skills and abilities, and related experience of each team member.
 4. Provide 3 references and discuss the firm's ability to meet the unique demands of design schedules for school projects.
 5. Include any other information documentation believed to be pertinent, but not specifically mentioned in this RFQ, that may be useful and applicable to the School District for this project.

SELECTION CRITERIA:

An Evaluation Committee will evaluate the proposals using the following criteria.

- Expertise, qualifications, location to provide responsive service, and current/past experience of the firm. (25 points)
- Ability and similar experience of key staff. (20 points)
- Public school experience and references. (25 points)
- Ability to offer team continuity throughout life of contract. (10 points)
- Proven past schedule and budget performance on contracts of similar size and scope. (20 points)

OTHER CONDITIONS:

The District reserves the right to cancel or reject any or all proposals and to negotiate and award a contract deemed to be in the District's best interest.

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The District is not responsible for any costs incurred during the submission of proposals or interviews. The Owner is not required to enter into a contract with any Offeror if deemed in the best interest of the District.

The Offeror certifies that to the best of its knowledge no employee of the District nor any member thereof, nor any public agency or official affected by the proposal, has a pecuniary interest in the business of the Offeror, and that no person associated with the Offeror has any interest that would conflict in any manner with the performance of the proposal.

Proposals must give full name and address of Offeror. The person signing the transmittal letter should show title or authority to bind the Firm in the contract.

All proposals will be treated as public information unless otherwise specified. If your submittal contains proprietary information, it must be marked as “confidential.”

This public body does not discriminate against faith-based organizations or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

All other District policies and procedures shall apply. The successful firm will be required to meet additional insurance and meet all District policies and procedures.