

**State College Area School District
Office of Physical Plant
Ed Poprik, Director**

To: Board of School Directors
From: Ed Poprik
RE: **CAC for Facilities, RFP Recommendation**
Date: May 4, 2009

Based on the recommendation from the CAC for Facilities and preliminary feedback from the Board of School Directors at their April 27 meeting, a revised draft of the RFP for Design Services is attached.

The following changes were made:

- Addition of sustainability into item 1
- Draft language regarding school expansion is included
- Draft language regarding design of dedicated cafeterias is included
- Community input and Integrated design added in item 5

Approval of a final RFP is sought at this juncture.

Process for evaluation and interview:

Following the receipt of the proposals, interviews will be conducted. After interviews, the final selection will be made through an action of the Board.

Based on the process previously adopted by the Board, the committee has anticipated a public interview process and tentatively planned for that to occur on 2 separate days during the June 2-4 timeframe.

RFP Recommendation - May 4, 2009

The suggested process for final selection would be to evaluate each of the firms, based on their proposal and subsequent interview, against the following criteria:

- Understanding of the Proposed Project(s)
- Strength of Project Team
- Integrated Design process
- Proposed Development Calendar
- Proposed fee
- References and Previous Projects