

FARGO BOARD OF EDUCATION MEMO #21 – 2024-25

August 27, 2024

RE: Award of Architect Contract – Multi-Facility Projects

FROM: James Hand, Director of Facilities
Jackie Gapp, Chief Financial Officer
Dr. Rupak Gandhi, Superintendent

BOARD FOCUS: Action Required

Request for Qualifications (RFQ) for architect services were received on August 8, 2024, for Multi-Facility projects. The scope of work involves providing comprehensive architectural services, including design, project management, and coordination with engineering partners, to successfully deliver multiple facility maintenance projects across Fargo Public Schools.

The project scope across the district involves a range of facility improvements targeting key areas such as exterior walls, HVAC systems, site development, and lighting. Significant work is being undertaken at buildings including Bennett Elementary, Carl Ben Eielson Middle School, Centennial Elementary, Davies High School, District Office, Lincoln Elementary, Longfellow Elementary, North High School, Operations Center, South High School, and Trollwood Performing Arts School. Specific projects include repairing exterior walls at Bennett Elementary, replacing asphalt driveways at several facilities, and upgrading parking lot lighting fixtures at Bennett Elementary and Carl Ben Eielson Middle School.

HVAC upgrades include replacing hot/chilled water pumps and boilers at Centennial Elementary and Davies High School. Site development work, such as the installation of site lighting and roadway improvements is critical at Bennett Elementary, Carl Ben Eielson Middle School, and North High School. Other significant undertakings include electrical distribution enhancements at the District Office and Trollwood Performing Arts School, as well as structural and foundational repairs across multiple facilities. These efforts collectively aim to enhance the operational efficiency, safety, and comfort of the building environments.

The Long-Range Facilities Plan emphasizes the importance of addressing aging infrastructure of school facilities across the district. The scope of work in this project focuses on modernization and deferred maintenance, funded through the Building Fund, which aligns with the plan's aim to ensure all facilities can support modern educational programs and remain operationally efficient.

Eight responses to the Request for Qualifications (RFQ) were received. Administration interviewed the top three firms on Tuesday, August 13, 2024, which were ranked based on the following rubric:

Criteria	Max Score	ATSR	DLR Group	EAPC Architects Engineers	ICON Architectural Group	Mutchler Bartram Architects P.C.	Michael J. Burns Architects, Ltd.	YHR Partners	Zerr Berg Architects
Past Performance	20	18	18	16	18	14	14	18	18
The Ability of Professional Personnel	20	16	16	16	18	16	14	16	18
Time and Budget Requirements	20	16	14	16	18	18	14	16	16
Location	5	2	2	5	5	5	3	4	5
Current and Projected Workloads	10	6	7	8	8	5	8	8	8
Related Experience on Similar Projects	20	16	14	16	18	16	14	18	18
Recent And Current Work for the Agency	5	3.5	3	3.5	3.5	3.5	3.5	4	4.5
Totals	100	77.5	74	80.5	88.5	77.5	70.5	84	87.5

Based on the final rankings, Administration recommends ICON Architectural Group for architect services for design of the Multi-Facility projects.

RECOMMENDATION: Accept the proposal from ICON Architects Group for architect services of the Multi-Facility projects and issue a contract accordingly.