

Capital Projects



Northshore
School District

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Issued: October 10, 2024

Submittal Deadline: October 30, 2024, 3:00 PM Pacific Time

SECTION 1. Introduction

As a part of the 2022 Capital Improvement Bond program, Northshore School District (NSD) No. 417, is seeking civil engineering and landscape architecture services to design the implementation of two synthetic turf playfields to replace the existing natural grass playfields at Kenmore Middle School (KMS) and Timbercrest Middle School (TMS).

The KMS & TMS field improvement project aims to:

1. Enhance outdoor learning opportunities and field conditions by installing synthetic turf to replace natural grass, upgrading current track with modernized rubber surface, and replace existing deteriorating tennis courts with new to extent that project budget allows.
2. Accommodate district growth by increasing the number of available modernized playfields throughout the district and providing an outdoor space that can be used year-round, with greater frequency and reduced maintenance.
3. Update and improve school adjacent spaces to accommodate outdoor learning opportunities for physical education and other academic uses conducive to the outdoors.
4. Strategically plan and design for the full field replacement that incorporates a phased approach, if necessary, to include the tennis courts and/or other aspects of the site, while ensuring functionality for students, staff and the public, minimizing disruptions to educational and extracurricular operations.
5. Develop and design a long-term sustainability approach for KMS and TMS within the project's site and budget constraints.

SECTION 2. Scoring and Selection

The responses to the below questions will be considered the Statement of Qualifications (SOQ). The scoring will only be based on the responses to this project specific Request for Qualifications (RFQ).

Responses on the SOQ are limited to five (5) 8.5"x11" pages of content including all exhibits.

Northshore School District No. 417 will be using a scoring system that is awarded based on allocated points per questions. The total points for the selection process will be **40 points**.

Following selection of the most qualified firm, the specific scope will be confirmed, and the fee will be negotiated forming the professional services contract for the work.

Minority and women-owned and veteran-owned firms are encouraged to apply and will be afforded the maximum practicable opportunity to compete for and obtain contracts for services.

SECTION 3. Questions

1. Project Team and Personnel: (20Points)

List the personnel that will be responsible for this project. Who, specifically, from your firm will work on this project? What is their experience working on similar projects with regard to scope and client(school district or similar community/agency). Does the project team have the resources to effectively execute a project of this size? How will you manage the project, including coordination with other stakeholders, timelines, and risk mitigation?

2. King County Storm Water Requirements: (10 Points)

Describe your experience working with King County on storm water management requirements? What is your familiarity with the King County storm water manual?

How will you ensure compliance with relevant codes, standards, and best practices as outlined by King County?

3. Diversity Equity and Inclusion (DEI) Integration: (5 Points)

Are you recognized by the state of Washington as a Small Business Enterprise (SBE)? If so, please provide your SBE certification number issued by the Washington State Office of Minority and Women's Business Enterprises (OMWBE). If not, please describe your experience working with firms and/or contractors that are certified by OMWBE as small business enterprises.

What measures will you take for this project to ensure there are opportunities for OMWBE enterprises to join the project? Provide examples of other projects you have worked on that utilized OMWBE firms/contractors.

4. Experience with Local Jurisdictions: (5 points)

TMS and KMS reside in Woodinville and Kenmore respectively. What is your experience working within unincorporated King County, and cities of Kenmore and Woodinville? What steps do you take to ensure that plan review, permitting and inspections are timely and minimize project delays or impacts due to city requirements. Please describe steps you've taken in the past to garner and maintain relationships with city officials that lead to an amicable project experience or how've you overcome unexpected hurdles during a project life cycle.

SECTION 4. Proposal Submittal

Responses are due by **October 30, 2024, 3:00 PM Pacific Time**. Only electronic submittals for the SOQ will be accepted and must be emailed to Aaron Huotari at <https://mailfile.nsd.org/filedrop/ahuotari@nsd.org>. This link must be used for the submittal. Do not use the email address as listed below. Submittals received after the time specified will not be considered.

If you have any questions regarding the RFQ or additional documentation that may be posted (other than the submittal of the SOQ), please contact Aaron Huotari via email at ahuotari@nsd.org. Note that the Filedrop link as listed above must be used for the submittal.