Park Hill School District

Building Successful Futures • Each Student • Every Day

REQUEST FOR QUALIFICATIONS

Architectural & Engineering Services
for
Bond/Capital Projects and On-Call Services
RFQ NO. OP2501

NOTICE

The Park Hill School District (District) will accept qualification proposals for architectural and engineering services as described in herein.

Qualified Firms (Respondent) are invited to submit four (4) bound copies marked "Copy", one (1) unbound original marked "Original", and one (1) flash drive in PDF format which contain the Firm's entire response. Please limit these materials to a maximum of 30 – 8 ½" x 11" pages.

PROPOSAL SHALL BE LABELED

"Qualifications-Architectural & Engineering Services for Bond/Capital Projects and On-Call Services"

AND ADDRESSED TO

Dr. Marcus Fryatt, Director of Assessment
Park Hill School District – District Office
7703 NW Barry Road, Kansas City, Missouri 64153

PROPOSAL MUST BE RECEIVED BY

Friday, June 6, 2025
2:00 PM CDT

WRITTEN QUESTIONS REGARDING THIS RFQ MAY BE DIRECTED TO

Dr. Marcus Fryatt, Director of Assessment
Email: fryattm@parkhill.k12.mo.us

GENERAL DISTRICT INFORMATION

www.parkhill.k12.mo.us

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PART I – INTRODUCTION

The Park Hill School District (District) is seeking to retain the services of an Architectural & Engineering Firm (Firm) to provide programming, schematic design, design development, construction drawings, bidding assistance, construction oversight and administration, and commissioning verification for the improvements necessary to implement voter-approved bond projects ($128 million) and other capital improvements.

The awarded Firm(s) will also be retained to provide on-call Architectural & Engineering Services for a variety of projects that arise and are planned and unplanned. Projects for on-call needs typically arise through the annual District capital planning process.

The purpose of this Request for Qualification (RFQ) is to gather qualifications from architectural and engineering firms interested in working with the District. The District will select the most qualified Firm(s) from the responsive submissions, and may request to interview Firm(s) prior to a recommendation to the Board of Education.

Information about the District

The Park Hill School District (District) is in the southern third of Platte County, Missouri located just north of downtown Kansas City, Missouri. Park Hill is a public school district, serving students in prekindergarten through grade 12. The district includes 12 elementary schools, four middle schools, three high schools (including two traditional high schools and an innovative, personalized high school program), a day school, and an early childhood education center. Park Hill School District has approximately 12,000 students enrolled in grades PK-12. The district employs more than 2,000 staff members.

The Park Hill School District is a place where students, parents, teachers, administrators, staff, and community members are Building Successful Futures • Each Student • Every Day! Park Hill is an award-winning school district with the highest recognition provided by Missouri for academic achievement.

The District utilizes a strategic plan, known in Missouri as the Comprehensive School Improvement Plan (CSIP) to guide programming and improvement efforts inside and outside of the classroom.

Firms interested in working with the District are encouraged to familiarize themselves with the following documents and incorporate relevant district data into their response to the RFQ:

- Strategic Plan/Comprehensive School Improvement Plan (CSIP) – https://www.parkhill.k12.mo.us/about/strategic-plan-2023-2028
- 2023-2024 Student Demographic Profile and Enrollment Projections -https://www.parkhill.k12.mo.us/about/data-and-records

- District Bond Project Detail- https://www.parkhill.k12.mo.us/about/go-park-hill
- 2024-2025 District Budget (includes annual Capital Improvement Plan and complete list of Bond Projects by School) - https://www.parkhill.k12.mo.us/about/data-and-records

Timeline for RFQ Process

The timeline listed below is the District's estimation to complete the RFQ process. All efforts shall be made to abide by this schedule, but it may change due to different circumstances.

Activity	**Date**
RFQ Issue Date	May 9, 2025
Question Cut-off date	May 26, 2025, at 10:00 AM CDT
Addendum Issue Date (Posted to District Website) https://www.parkhill.k12.mo.us/requests-for-proposals	May 30, 2025, at 1:00PM
Proposal Due Date	June 6, 2025 (2PM CDT)
Interviews of Selected Firms by Committee	June 16, 2025
Committee Recommendation to Board of Education – Public Meeting	June 26, 2025
Vote for Approval – Board of Education – Public Meeting	July 24, 2025
Projects Start – Kickoff Meetings with Building Design Teams	September 2, 2025

PART II – SCOPE OF SERVICES

On April 8, 2025, Park Hill School District voters approved Proposition O, authorizing a 30-cent increase to the debt service levy to issue $128 million in general obligation bonds. These funds will support multiple capital improvement projects including:

- Phase 1 replacement of Park Hill High School
- Stadium and field improvements at Park Hill High School and Park Hill South High School
- Additions to various elementary schools
- District-wide safety upgrades
- Land acquisition for future facilities

Since voter approval, the district has strategically organized these projects into distinct "bundles" to maximize resource efficiency and minimize disruption to student learning environments. **Respondents to the RFQ are asked to specify which of the following project bundles (any or all) that they wish to work.** The district may award contracts to different firms for each bundle based on demonstrated expertise and qualifications specific to the project type.

Project Bundle	Scope of Work	Budget Estimate	Potential Timeframe
1	• Park Hill High School - Phase I Replacement • High School Programming – Renovations • District-wide Facility Security Updates • District Capital Improvements • Land Purchase for Future Facility Needs	$92 million	September 2025 – August 2028
2	• Park Hill High School – Baseball Field Relocation • Park Hill High School Stadium Improvements • Park Hill South Stadium Improvements • Park Hill South Field Improvements	$21 million	September 2025 – November 2026
3	• Chinn Elementary Additions • Line Creek Elementary Additions • Southeast Elementary Additions	$15 million	February 2027 – August 2028

More detail on specific project sequence, timelines and budgets can be found in the Appendix A of this RFQ "Park Hill 2025 Bond Project Sequencing Plan Summary". Note that all timelines are estimates and may change as more information is gathered with the selected Firm(s) and economic conditions.

District Design Teams - The selected Firm(s) shall establish and lead dedicated Design Teams for each project. These Design Teams will consist of school staff, community stakeholders, student representatives, and construction management personnel.

The Firm(s) shall facilitate comprehensive participation of each school's Design Team throughout all phases of the design process. This collaborative approach will ensure that:

- School-specific timelines are established that minimize disruption to academic activities
- District resources are utilized efficiently and effectively
- Each school community has appropriate input into the design process

The Firm(s) shall demonstrate experience in leading similar collaborative design processes and provide a clear methodology for stakeholder engagement.

Additional Detail: A Gantt-style chart of the projects is further detailed in a document entitled "2025 Bond Project Sequencing Plan" which can be found at the district's Board of Education website at http://boepublic.parkhill.k12.mo.us. The Board of Education approved this plan at their meeting on May 8, 2025, with all documentation found in the board agenda item *5.22 Approval of 2025 Bond Initial Timeline and Scope of Work*. A direct link to the project chart is https://boepublic.parkhill.k12.mo.us/attachments/73c5e303-bfef-4f60-9b01-c30840e86209.pdf.

This document outlines specific timelines for design, procurement, construction, and completion.

Construction: The District intends to utilize either a Construction Management Agency (CMA) or Construction Management At-Risk (CMAR) relationship for the procurement method for construction. The CMA/CMAR Firm will be selected at a later date after consultation with the selected Architectural & Engineering firms.

PART III – INSTRUCTIONS TO RESPONDENTS

I. Respondents are to submit four (4) bound copies of their proposal marked "Copy", one (1) unbound original marked "Original", and one (1) flash drive in PDF format which contains the Respondent's entire response.

II. Responses are to be limited to a maximum of 30 – 8 ½" x 11" pages. If additional pages are submitted, the District review committee will base evaluation on the first 30 pages.

III. Information provided by the Firm must be responsive to the RFQ and relevant to criteria.

IV. Firms must address all information specified by this RFQ, organized in the order listed below, to be deemed responsive.

V. Questions/Clarifications from Firms
   a. It is the responsibility of each Firm before submitting a response to examine the proposal documents thoroughly and request an interpretation or clarifications **via email** soon after discovering any conflicts, ambiguities, errors, or omissions in the proposal documents.
   b. Requests for clarification must be received no later than 10:00 AM CDT on May 26, 2025.
   c. The email must contain this proposal number, name, date, and numbered questions.
   d. Park Hill School District will not answer questions transmitted through facsimile or methods other than set forth in this paragraph.
   e. All questions will be answered in an addendum. The addendum will be posted to the district website by 1:00 PM CDT on May 30, 2025.
   f. The District is not responsible for questions received after the due date, or questions in email lost due to spam filters or technical issues.
   g. All questions shall be submitted to fryattm@parkhill.k12.mo.us and will be addressed by the District.
   h. All addendums(s) must be signed and included with the submitted proposal. Any submissions without this signed acknowledgement may be considered non-responsive.

VI. Complete proposals should include the following
   a. Title Page
   b. Letter of Introduction
   c. In the letter of introduction, clearly identify which Project Bundles (1, 2, 3) the Firm wishes to be considered. Any combination, or all Project Bundles may be identified by the Firm.
   d. Table of Contents with page numbers to the following sections
   e. Firm Qualifications
   f. Success with Similar Projects and Clients
   g. Firm Workload and Resource Capacity
   h. Firm's Alignment with District Strategic Goals and Core Values
   i. Explanation of Firm's Interest

j. Signed copy of RFQ Addendum to acknowledge receipt (Addendum available on the district website on May 30, 2025 at 1:00PM)

PART IV – REVIEW AND SELECTION PROCESS

The District will utilize a committee and scoring rubric to evaluate the responses to this RFQ and to narrow the list of firms to interview. The committee may include representatives from the following groups: staff members, Board of Education members, community members, and students. The committee will use a scoring rubric comprised of criteria detailed below by section.

Proposal Organization & Selection Criteria

I. **Firm Qualifications**
   a. Organization of Firm
      i. Identity and experience of key members of the Firm that will be assigned to District projects including but not limited to:
      ii. Project Manager(s)
      iii. Project Engineer(s) [each discipline]
      iv. Project Architect(s)
      v. Sub consultants
      vi. Key team members for each discipline
      vii. Clarity of the responsibilities among team members
   b. The Firm's reporting structure
   c. Approach for coordination of design disciplines necessary for this project
   d. State any previous working relationship(s) between the District and individual Firm employees.
   e. Firm Proficiency
      i. Demonstrate knowledge of and **experience** working with elements of similar facilities.
      ii. Demonstrate ability to provide accurate cost estimates, design within **budgets** and meet proposed **schedules**.
      iii. Demonstrate ability in producing cost effective design, following applicable building codes, and following applicable District's **standards** for design and construction.
      iv. Demonstrate ability to work collaboratively and efficiently with **local jurisdictions** for applicable permits.

v. Demonstrate ability in applying value analysis and life-cycle **costing** methods in the design process.
vi. Demonstrate ability and innovations in integrating **USGBC LEED** for schools standards into the design and construction processes.
vii. Demonstrate methods for teams and individuals to systematically improve their professional skills, services and customer satisfaction within the Firm. Discuss how recent continuous improvement efforts will impact work with the District.

II. **Success with Similar Projects and Clients**

a. Provide the names of projects (include client name) the Firm has completed that are similar in scope and size of each of the type of projects listed. Projects should be listed chronologically starting with the most recent.
    i. Projects should not be listed if proposed Firm employees for District projects were not involved.
    ii. If Firm employees were engaged with other firms, make full disclosure.
b. Provide references from five (5) recent planning projects of similar scope. Include district, contact names, email address and telephone numbers.

III. **Firm Workload and Resource Capacity**

a. State the Firm's ability to staff selected Project Bundles (1, 2, 3) and capacity to meet the District's timeframes, budgets and design process goals (such as leading school-specific design teams).

IV. **Firm's Alignment with District Strategic Goals and Core Values**

a. State the Firm's methods for aligning processes and activities with the District's strategic goals, keys to excellence and core values.
b. Describe the Firm's planning and design process and ways to effectively include District administration, professional staff, the Board of Education, students, and community representatives into the decision-making.
c. Financial sustainability is a key to excellence for the district. Describe the Firm's proposed methods to control, monitor and estimate construction costs for the project, strategies to promote long-term financial sustainability within construction projects.

V. **Explanation of Firm's Interest**

a. State why the District should partner with the Firm. Provide additional information the Firm would like the District to consider during the review and selection process.
b. Provide specific features of the Firm that will make the partnership with the District a success for district students, staff and taxpayers.

Detailed plans, proposals, fees and schedule(s) are not requested by the District as part of this solicitation and are not to be included in your response. Should your firm be selected to interview, fee information must be submitted separately at that time.

Review Process

PROPOSAL EVALUATION

The period of evaluation is expected to occur between June 9 – 11, 2025 but may be extended if necessary. The committee will create a short list of firms that will be invited to the interview in-person.

Interviews

The District's selection committee will conduct interviews with selected Firms in the Park Hill School District on **June 16, 2025**. Specific location and times will be discussed with the selected Firms.

It is anticipated that in-person interviews with each Firm will be approximately 60 minutes. During the interview, Firms will be asked to present information on topics the committee will select after the evaluation of proposals. This list of topics will be provided when the Firm is notified of the interview.

During the interview, Firms will be asked to have employees who will work most closely with the District (if selected) lead the presentation. Time will be allotted to each Firm to ask questions of committee members.

The order of the interviews will be determined by random selection.

APPENDIX A

Park Hill Bond Project Sequencing Plan Summary

Project Bundle 1	Project	Start	End	Total Project Budget
Park Hill High School - Phase 1 Replacement		**9/1/2025**	**8/6/2028**	**$ 80,000,000**
1.00a	Design, bid, award, procure, construct and occupy Park Hill High School - Phase 1 Replacement			
1.00b	Demolition of designated areas of existing Park Hill High School.			
High School Programming - Renovations		**9/1/2026**	**8/6/2028**	**$ 3,000,000**
2.00a	Design, bid, award, procure, construct and occupy high schools			
2.00b	. Identify and update programming needs at the high school level.			
District-Wide Facility Security Updates		**9/1/2025**	**8/6/2027**	**$ 2,000,000**
3.00a	Upgrade school classroom door locking systems, fencing, and gates.			
3.00b	Upgrade library media centers at Chinn and Southeast Elementary to district safety standards.			
District Capital Improvements		**9/1/2025**	**8/6/2027**	**$ 5,000,000**
4.00a	Design, bid, award, procure, construct and update district facilities to include HVAC, roofing, outdoor spaces.			
Land Purchase for Future Facility Needs		**TBD**	**TBD**	**$ 2,000,000**
5.00a	Support district in researching, assessing, and acquiring land for future facility needs.			

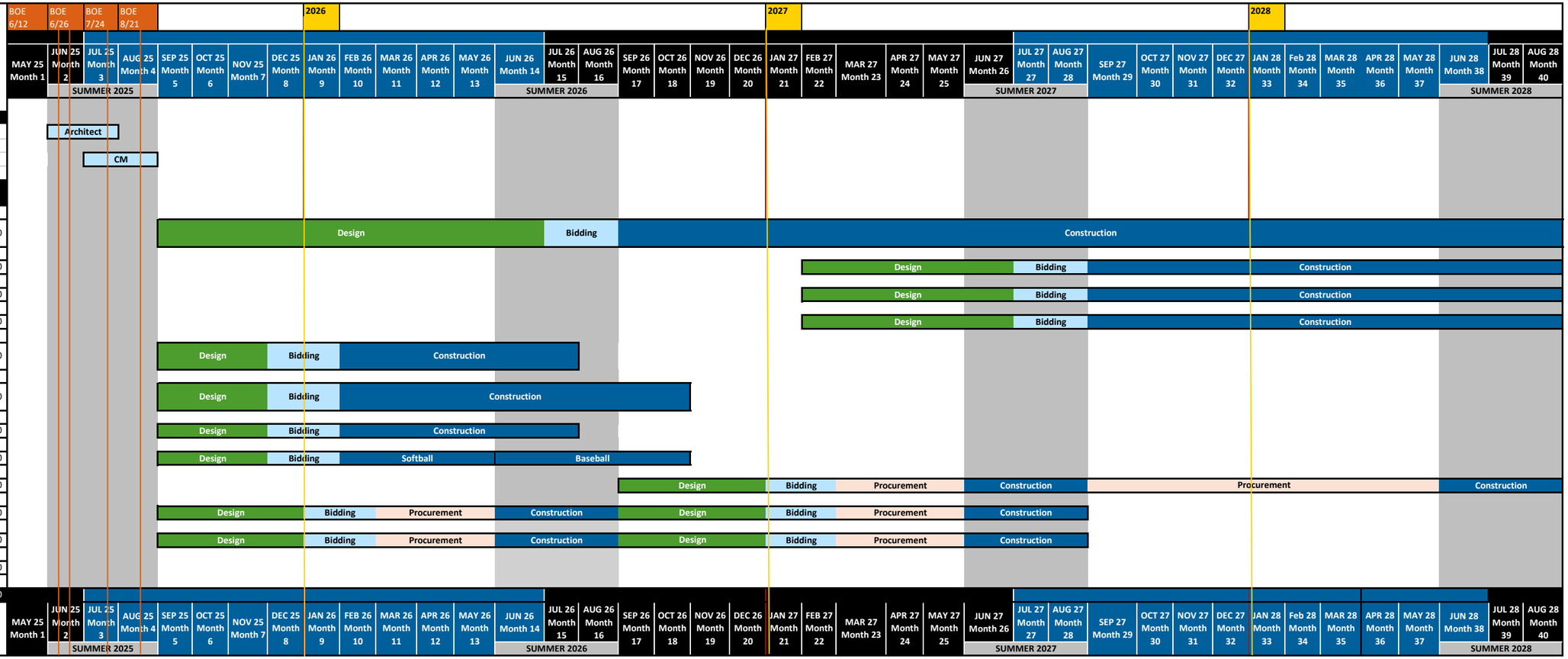
Project Bundle 2	Project	Start	End	Total Project Budget
Park Hill High School - Baseball Field Relocation		**9/1/2025**	**7/31/2026**	**$ 8,100,000**
1.00a	Design, bid, award, procure, construct and occupy Park Hill High School Baseball Field Relocation			
	Full construction of baseball field to include custom turf, restrooms, parking lots, storage, and improved traffic flow to the east of Gerner Early Education Center.			
Park Hill High School Stadium Improvements		**9/1/2025**	**10/31/2026**	**$ 2,500,000**
2.00a	Design, bid, award, procure, construct and occupy field level locker rooms for both home and visitors, to also include storage for sports using this facility			
Park Hill South Stadium Improvements		**9/1/2025**	**7/31/2026**	**$ 8,400,000**
3.00a	Design, bid, award, procure, construct and occupy Park Hill South Football stadium to include a home grandstand, press box, home side restrooms and concession stand.			
	Update facility with videoboard, fencing, and stadium structure for competition football field.			
Park Hill South Field Improvements		**9/1/2025**	**10/31/2026**	**$ 2,000,000**
4.00a	Upgrade softball and baseball fields to include improvements such as turf infield and outfield, scoreboards, fencing, and possible dugout upgrades.			
	Upgrade current Park Hill South grass practice field to have at least one goal post.			

Project Bundle 3	Project	Start	End	Total Project Budget
Chinn Elementary Additions		**2/1/2027**	**8/6/2028**	**$ 5,000,000**
1.00a	Design, bid, aware, procure, construct and occupy addition to Chinn Elementary			
Southeast Elementary Additions		**2/1/2027**	**8/6/2028**	**$ 5,000,000**
2.00a	Design, bid, aware, procure, construct and occupy addition to Southeast Elementary			
Line Creek Elementary Additions		**2/1/2027**	**8/6/2028**	**$ 5,000,000**
3.00a	Design, bid, aware, procure, construct and occupy addition to Line Creek Elementary			

PHSD Proposal

Predesign Efforts		
1	Architect RFP	
2	Construction Management RFP	

Project ID	Project Name	Total Project Budget
A	Park Hill High School - Phase I Replacememt	$ 80,000,000
B	Chinn Elementary Additions	$ 5,000,000
C	Southeast Elementary Additions	$ 5,000,000
D	Line Creek Elementary Additions	$ 5,000,000
E	Park Hill High School - Baseball Field Relocation	$ 8,100,000
F	Park Hill High School Stadium Improvments	$ 2,500,000
G	Park Hill South Stadium Improvements	$ 8,400,000
H	Park Hill South Field Improvements	$ 2,000,000
I	High School Programming - Renovations	$ 3,000,000
J	District-wide Facility Security Updates	$ 2,000,000
K	District Capital Improvements	$ 5,000,000
L	Land Purchase for Future Facility Needs	$ 2,000,000
		$ 128,000,000



2025 Bond Scope of Work