REQUEST FOR QUALIFICATIONS

General Contractor
Construction Manager
(GC/CM)

Liberty Ridge Elementary Improvements

Submittal Deadline: November 30, 2026, 3:00pm

RELEASE DATE: October 30, 2026

DISTRICT CONTACTS:

Any attempt to communicate with Sumner Bonney Lake School District personnel, or Fi Architecture, other than Marina Tanay, Director of Capital Projects, SBLSD, could result in your firm's SOQ being removed from consideration.

Marina Tanay, Sumner-Bonney Lake School District marina_tanay@sumnersd.org

General Contractor/Construction Manager Services
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1.0 INTRODUCTION

Sumner-Bonney Lake School District (SBLSD) is accepting Statements of Qualifications (SOQs) from General Contractor/Construction Managers (GC/CM) to:

- Embrace an integrated project team model including SBLSD, Fi Architecture, specialty consultants, the GC/CM and key subcontractors focused on the best interest of the project, SBLSD staff and students.
- Provide high-quality pre-construction consulting services including cost estimating, scheduling, phasing logistics, collaboration with the design consultants, and assistance in the selection of materials and building systems.
- Provide high quality pre-construction services which shall include an outreach plan for participation of small businesses as defined in RCW 39.26.010 and disadvantaged businesses as defined by the Washington State Office of Minority and Women's Business Enterprises under chapter 39.19 RCW. Assist SBLSD in establishing participation goals and reporting tools to track participation.
- Provide integrated use of current design and construction technology which shall include Building Information Modeling (BIM).
- Integrate with SBLSD management systems, including web-based collaborative tools.
- Solicit and manage subcontractor and supplier bidding.
- Provide high-quality construction services to deliver a high-quality project, safely, on time and within budget.
- Perform continuous Cost Estimating, Value Engineering and Constructability Reviews.
- Strong coordination skills working with the existing Sumner High school GC/CM as well as the Bonney Lake HS GC/CM and Tehaleh Heights ES GC/CM.

SBLSD intends to award a contract for GC/CM services ("GC/CM Contract") utilizing a three-step competitive process to procure the highest qualified contractor with the strongest management team at competitive fees. The first step shall consist of a SOQ submittal, as set forth in Section 6 of this RFQ and evaluated in accordance with the criteria set forth in Section 10. Based on evaluations of submitted SOQs, the highest ranked firms will be asked to participate in an interview and then to submit price proposals for specified general conditions and contractor's fee.

All costs incurred by firms choosing to participate in this RFQ process shall be borne by the proposing firms.

2.0 PROJECT DESCRIPTION

Liberty Ridge Elementary School Improvements:

The Liberty Ridge Elementary School Modernization Project is a comprehensive renovation of the District's existing 49,727-square-foot elementary school campus in Bonney Lake, Washington with an estimated Total Cost of Construction of approximately $11.1 million. The work includes, but is not limited to, tenant improvements throughout the existing Liberty Ridge Elementary School including major reconfiguration of the Administration spaces, Special Education spaces, and Classroom Commons spaces including wall/ceiling demolition and replacement with new walls & ceilings. Structural modifications of Administration Area shear wall,

exterior wall modification at Reception area, and replacement operable wall at music classroom. Casework & wall finish updates in the Administration, Special Education, Library, Classrooms, Classroom Commons, and Music Classroom. Flooring replacement is not in contract, but to be coordinated during construction with Sumner Bonney Lake School District. At exterior, scope includes replacement of cedar siding with metal siding, replacement of all windows and exterior doors, and replacement of large central skylight, roof cleaning, along with miscellaneous repairs to seismic joints, masonry weep holes, masonry waterproofing/graffiti coating, mechanical enclosure improvements, and painted surfaces. Mechanical upgrades include replacement of existing heat pump units and reconfiguration of HVAC ducting at Administration, Special Education, and Classroom Commons areas, replacement of lavatories and water closets and urinals. Electrical/low-voltage scope include demolition and replacement or relocation of power, data, and low-voltage, replacement of fire panel, testing of emergency radio, door hardware security upgrades, and replacement of interior and exterior light fixtures. Site improvements include civil and landscape scope for irrigation repair or replacement, parking entry curbing and asphalt reconfiguration, demolition and infill of library concrete platform and partial height walls with concrete, demolition and infill of administration patio courtyard with concrete, and landscaping improvements at main entry. Construction will be multi-phased construction of portions of the building while the remaining building is occupied and will require careful coordination and phasing to maintain ongoing school operations. The district is considering mobilizing 6 temporary portable classrooms to use as swing classrooms during construction.

3.0 SCHEDULE

The following is the projected schedule for completion of the project.

DESCRIPTION	STATUS/DURATION
GC/CM PROCUREMENT	
GC/CM RFQ Advertisement #1	10/30/26
GC/CM RFQ Advertisement #2	11/6/26
Pre-Submittal Meeting	11/12/26, 3:00 PM
Questions regarding Selection Process due	11/16/26 by 12:00 PM
GC/CM SOQ's Due	11/30/26 by 3:00 PM
SBLSD Selection Committee SOQ Review and Scoring Finished	12/1/26
Notify Shortlisted Finalist Teams	12/1/26
Issue RFP to begin pricing	12/8/26
GC/CM Interactive Meetings	12/18/26
SBLSD Open Proposals	1/4/27, 9:00 AM
SBLSD Board Approval of GC/CM Selection	1/20/27
Begin Pre-Construction Services	Feb 2027

4.0 SCOPE OF GC/CM SERVICES

SBLSD is seeking a highly-qualified GC/CM firm led by a strong manager and support team to help plan operations to ensure the safest possible scenario for our students, parents and faculty; to ensure we have the best phasing and logistics plan that addresses site access, site security, storm water management, laydown space and delivery schedules; and to participate as a critical, integrated team member throughout design and construction. Along with traditional pre-construction consulting services, SBLSD is seeking a GC/CM skilled in working closely with designers to integrate the best in current technology including Building Information Modeling (BIM), life cycle cost analysis and total cost of ownership.

The GC/CM firm must be skilled in all aspects typical to a general contractor and construction manager, including, but not limited to, developing Critical Path Method (CPM) schedules, preparing construction estimates, performing value engineering and life-cycle cost studies, analyzing alternative designs, studying labor conditions, understanding construction methods and techniques, performing constructability reviews, phasing and sequencing of work, and coordinating and communicating the activities of the team throughout the design and construction phases to all members of the project delivery team. In addition, the GC/CM must be familiar with the local labor and subcontracting market and be capable of working with subcontractors to generate viable pricing alternatives. The GC/CM will need to develop outreach programs, solicit feedback from local and disadvantaged business firms and develop appropriate bid packages to maximize participation. In addition, GC/CM will document and track participation of local and disadvantaged business firms, including labor force, throughout the project. GC/CM will assist SBLSD and design team in engagement opportunities for both SBLSD Career and Technical Education (CTE) programs and trade apprenticeship programs as SBLSD looks to highlight connections between design, construction, and education.

Budget is as follows

Cost for Professional Services	$2.1 million
Total Construction Costs (Including Preconstruction and Contingencies)	$11.1 million
Equipment & Furnishings	$0.75 million
Contract Administration Costs	$0.75 million
Contingencies (Design & Owner)	$2 million
Alternative Subcontractor Selection Costs	$0.0 million
Sales Tax	$1.1 million
Total	**$17.885 million**

5.0 SELECTION AND AWARD PROCESS

SBLSD will be contracting for GC/CM services based on a combination of qualifications and fees as described below.

5.1 All firms submitting Statements of Qualifications will be ranked based on the evaluation criteria set forth in Section 10 of these instructions. The highest ranked firms may be invited to extended interviews including possible site and office visits. SBLSD is not bound by any number of firms selected for interviews.

5.2 The successful proposer will be scored based on the highest combination of scores for the SOQ, Interview and Fee Proposal.

5.3 Following review of SOQs, SBLSD will select up to four (4) firms to interview and solicit a Request for Proposal detailing the contract terms and the specific general conditions and fee terms.

5.4 The GC/CM firm earning the highest combined score for the SOQ, interactive meeting, and fee proposal will be selected for preconstruction services and GMP negotiation.

5.5 GMP negotiations will occur pursuant to the GC/CM Contract when the scope of the project is adequately defined and the Construction Documents are at least ninety percent (90%) complete as mutually determined by the GC/CM and SBLSD per the RCW requirements, but no later than the completion of the Construction Documents. At the time a GMP is successfully negotiated, the parties will execute the GMP amendment to the GC/CM Contract.

5.6 GMP negotiations will take place as part of pre-construction services prior to execution of the GMP amendment. Should the GC/CM Contractor and the Owner not agree on a satisfactory GMP that SBLSD determines to be fair, reasonable and within the available funds, SBLSD may cancel the negotiations pursuant to the GC/CM Contract and may begin to negotiate with the next highest ranked firm or pursue a firm, fixed price bid.

5.7 Approval of the Board of Directors of Sumner Bonney Lake School District is required prior to the execution of contract documents.

6.0 SOQ SUBMITTAL (55 Points)

Respond to each of the items set forth below in a clear and concise manner. Responses must be in the same order as listed, clearly separated, and labeled. Pay attention to specific requests for information. The submittals shall be organized in a manner that will enable the GC/CM selection committee to quickly assess pertinent information. The submittal shall be submitted electronically in PDF format, total file size no greater than 15 mb. The submittals shall be in 8.5"x11" size with no smaller than 11 pt size, legible font. Please limit SOQs to a maximum of 25 pages not including the letter of interest per 6.1 and resumes per 6.2.2.

Any questions regarding the RFQ must be submitted in writing and directed to Marina Tanay via email at marina_tanay@sumnersd.org All questions are due by 12:00 PM November 16th, 2026.

Submit an electronic copy of the Statement of Qualifications by 3:00 PM PST November 30th, 2026, via email at marina_tanay@sumnersd.org:

6.1 Letter of Interest

The letter of interest should not be more than two (2) pages and may contain any information not shown elsewhere in the submittals. **This shall not count toward page count.**

6.2 Staff Qualifications

6.2.1 Provide an organizational chart and a staffing plan (in narrative form) showing proposed staff, reporting relationships and key responsibilities for each staff member. Describe roles and responsibilities for pre-construction and construction phase services. At a minimum include information for the following staff members: the principal-in-charge or corporate executive dedicated to the project, project manager, project engineer, project superintendent and the safety officer.

6.2.2 Provide detailed resumes for each proposed staff member, including relevant projects, employment history, education, and personal references. Construction experience with education facilities preferred. **Resumes shall not count toward the page count**, **limited to 6 pages in total.**

6.3 Firm Past Performance on Relevant Projects

6.3.1 Provide a description of the history and capabilities of your firm. Describe the types of projects or services the firm generally performs and the relative dollar value of each type.

6.3.2 Provide information of three (3) successfully completed projects where (a) the basis of compensation was a negotiated price for either public or private

customers, and/or (b) was a K12 education project, regardless of whether the project was GC/CM, Design Build or Design-Bid-Build. For each project, provide the duration of construction, initial negotiated price, the final negotiated price, references for both Owner and Architect (including the manager who is familiar with your firm's performance) and note if any of the individuals named in your project team participated as members of the project team for the listed project. Firms with K12 education experience of similar size and scope to the proposed project utilizing the proposed team is preferred.

6.4 Self-Performed Work, Location, and Current Workload

6.4.1 Describe the work your firm typically self-performs and your capability to do so on this project. How will you ensure price competition on these scopes of work?

6.4.2 Describe the typical geographic range of your firm's work. If Sumner Bonney Lake is outside of that typical geographic range, how do you plan on managing this work to the benefit of SBLSD, including pre-construction meeting attendance and management during construction?

6.4.3 Provide a summary of your firm's recent, current and projected workload in addition to this project. What has been your annual volume (in dollars) for the past five (5) years? What is your anticipated volume for the current year and what is your plan for the next four (4) years?

6.5 Accident Prevention, Safety, and Claims

6.5.1 Provide a summary of your team's accident prevention program and submit your team's EMR and OSHA (WISHA) Lost Time Accident Rate for the past five (5) years. List any safety issues currently under investigation or pending ruling by OSHA, L&I, WSHA, WDFW, WDOE, County regulators, etc.

6.5.2 Provide a record of claims, litigation, or arbitration matters initiated by your firm or against your firm (in which you were a named party) for the last five years. List the name of the project, the date of litigation, the amount of the settlement and identify your involvement, i.e. defendant or plaintiff.

6.5.3 Provide a record of complaints filed against your firm by regulatory agencies (e.g., OSHA, L&I, WSHA, WDFW, WDOE, County regulators, etc.) for the last five years. List the name of the project, the date of complaint, the amount of the settlement and identify your involvement, i.e. defendant or plaintiff.

6.6 Project Approach

6.6.1 Discuss your firm's approach to completing the project. How will you support SBLSD's design and integrated team delivery of not only this project but work with Phase 2 GC/CM on coordination and collaboration. Also work with the district and the other 3 GC/CM partners on continuing the WBE/MBE/SBE outreach for the benefit of the district.

6.6.2 Describe your firm's estimating capabilities and cost tracking approach when working as a project team member during design. Describe the proposed project team's experience in actively interfacing with the design team to provide continuous, real-time cost feedback and estimating services.

6.6.3 Describe your firm's approach to determining and assessing constructability issues and proposing value engineering and assessing alternative construction options, products and engineering systems for cost savings and life cycle cost design considerations.

6.6.4 Provide your firm's approach to quality control during design and construction including coordination of subcontract work and commissioning building systems. Include a description of the quality control organization you plan to employ and the levels and authority of the individual's assigned responsibility.

6.6.5 **Small and Disadvantaged Business Outreach** – for the projects identified in 6.3.2 please list projects in which small and disadvantaged business tracking was required. What innovative methods or ideas do you have to implement participation on this project?

6.6.6 **Local Firm Participation –** SBLSD encourages the use of locally owned firms to better support and engage our community. Provide your firm's approach to ensure local firms have equitable opportunities to participate in the project including outreach and tracking methods.

6.6.7 **Student Participation –** Provide examples for how your firm may involve students from the community to participate in the project. Consider labor use and tracking of previous attendees from local schools, outreach to vocational programs, and educational opportunities for current students.

7.0 INTERVIEWS (80 points)

The most highly ranked firms submitting SOQs will be invited for interviews to assist SBLSD in determining the proposers with the strongest management teams, including their leadership and communication skills. SBLSD plans to hold formal interactive meetings at SBLSD' capital project office.

Should your firm be invited to interview, questions will be directed to the proposed key project staff. At a minimum, the project executive, the project manager, project engineers and project superintendents dedicated to the project, and the key individuals responsible for preconstruction services shall be in attendance. In addition to presenting qualifications, experience, and the project team's approach to the project, the interviewees will be expected to respond to questions from the panel regarding the firm's proposal as well as additional questions that might be posed in correspondence directed to the most qualified proposers after this solicitation is closed. The length and format for the interview will be provided to the firms selected for interviews.

Scoring for SOQs will be carried forward to final scoring. The successful proposer will be scored based on the highest combination of scores for the SOQ, Interview, and Fee Proposal.

8.0 FEE PROPOSALS (40 points)

Following SOQs, SBLSD will also invite shortlisted firms to submit fee proposals. If a fee proposal is requested, the firm will be required to submit two (2) amounts on a form to be provided by SBLSD. The first number shall be for the "GC/CM fee.", the second shall be for the "Specified General Conditions" The terms "GC/CM fee" and "Specified General Conditions" will be specifically defined in the GC/CM Contract to be provided to those firms selected to submit final proposals. Proposed preconstruction costs will be requested on the bid form but not scored.

8.1 State your fee as a percentage and multiply it by the estimated contract sum to determine a single lump sum number for the dollar amount of the fee. The dollar amount of the fee will be added to the dollar amount for the Specified General Conditions Work to determine a single number, the proposer's total proposal.

8.2 No other entries, modifications, or qualifications should be made to the proposal. SBLSD reserves the right to reject any or all proposals and to waive informalities or non-material irregularities in the proposals received.

8.3 The name, address, and contractor registration number of the proposer shall be typed or printed on the bid in the space provided. The name must match the name on the proposal guarantee.

8.4 Proposals must be submitted in person at the District Maintenance & Operations Office, 19701 104th Street East, Bonney Lake, WA 98391.

8.5 Only the amounts and information asked for in the proposal form will be considered as the proposal.

9.0 CONTRACTOR'S REGISTRATION

All proposers must be registered by the Washington State Department of Labor and Industries in accordance with RCW 18.27.020.

10.0 EVALUATION CRITERIA

All proposals received will be reviewed by an evaluation committee. Each evaluation criterion has been assigned points based on its relative value to the GC/CM Contract as a whole. The criteria and their associated points are as follows:

10.1 Statement of Qualifications

Staff qualifications	10 points
Past performance on relevant projects	10 points
Self-performed work, firm location, current workload	3 points
Accident prevention program and safety record	2 points
Project approach	30 points
Subtotal (maximum):	**55 Points**

10.2 Interview

The firms receiving the highest scores for their SOQ will be invited to an interview. SBLSD intends to reduce the number of firms to interview to three (3) but may invite a smaller number. Presentation topics will be identified to the firms selected for interview.

Subtotal (maximum): **80 Points**

10.3 Fee Proposals

The firms receiving the highest scores for their SOQ will be requested to submit sealed proposals for fee and specified general conditions. The lowest conforming fee proposal will receive 15 points. All other fee proposals shall be evaluated as follows:

Low Conforming Fee* / Fee Submitted x 15 points.

*Low Conforming Fee = GC fee + Specified General Conditions conforming fee is defined as a fee that conforms to the requirements in the forthcoming RFFP

Subtotal (maximum): **40 Points**

Total Possible Points for SOQ, Interview, and Fee Proposal: **175 Points**

Note: The GC/CM firm earning the highest combined score for the SOQ, interview, and fee proposal will be selected for preconstruction services and GMP negotiation.

SBLSD reserves the right to waive any informalities or irregularities in any submittal. SBLSD reserves the right to reject any proposal if the combination of GC fee + Specified General Conditions varies more than 20% from the average proposal.

11.0 PROTEST PROCEDURES

Firms that submitted Fee Proposals but were not selected as the highest scoring proposer may file a protest with SBLSD within four (4) business days of SBLSD's notification of results. Any such protest shall include the following:

11.1 Time for Protest

Per RCW 39.10.360(5) upon selection of the winning GC/CM team, all finalists will be notified in writing. The GC/CM teams not selected shall have four (4) business days from notification to submit a protest. Pursuant to statutory requirements, the SBLSD will not execute the contract with the winning team until two (2) business days after the final protest decision is transmitted to the protestor.

11.2 Form of Protest

In order to be considered, a protest shall be in writing and addressed to Marina Tanay, Director Capital Projects, 19701 – 104th St. E., Bonney Lake, WA 98391, marina_tanay@sumnersd.org It shall be the sole responsibility of the firm submitting the protest to ensure the timely delivery of such protest. The protest shall include the following:

- The name, address, and phone number of the applicant protesting, or the authorized representative of the applicant submitting the proposal;
- The name of the project for which the protest is submitted;
- A detailed description of the specific grounds for the protest and any supporting documentation. It is the responsibility of the protesting applicant to supplement its protest with any subsequently discovered documents prior to review and decision; and
- The specific ruling or relief requested.

11.3 Determination of Protest

Upon receipt of a timely written protest, Sumner Bonney Lake School District shall take appropriate measures to investigate the protest and shall respond in writing to the protestor. Per the RCW, contracts cannot be executed for a period of two (2) business days following notification of the determination of the protest. The decision of the Sumner Bonney Lake School District shall be final.

END OF RFQ