

Lakeland Joint School District No. 272

REQUEST FOR QUALIFICATIONS
ARCHITECTURAL AND
OTHER RELATED PROFESSIONAL
SERVICES

Return Completed Qualifications Packet To:

Lakeland School District No. 272
Jessica Grantham, CFO
15506 N. Washington Avenue
Rathdrum, Idaho 83858

*TO BE CONSIDERED, QUALIFICATION PACKETS MUST BE RECEIVED IN
THE DISTRICT OFFICE BY NOON (PDT), Thursday, March 27, 2025.*

SECTION 1: REQUEST FOR QUALIFICATIONS

Lakeland Joint School District No. 272 is seeking statements of qualifications from qualified firms for comprehensive architectural and other related professional services for approximately ten projects projected to span 3 to 5 years. Potential projects include, but are not limited to:

- Lakeland Middle School - Electrical System Replacement, HVAV Improvements, Interior Improvements, Safety/Security Improvements
- John Brown Elementary – Electrical System Update, Siding, Windows, and Doors Replacement, HVAC Improvements, Interior Improvements
- Lakeland High School - Electrical System Update, HVAC Improvements, Interior Improvements, Safety/Security Improvements
- Timberlake High School - Electrical System Update, Interior Improvements, Safety/Security Improvements
- Spirit Lake Elementary School - Electrical System Update, HVAC Improvements, Interior Improvements, Safety/Security Improvements
- Athol Elementary School - Electrical System Update, HVAC Improvements, Interior Improvements, Safety/Security Improvements
- Mountain View Alternative School - Electrical System Update, HVAC Improvements, Interior Improvements, Plumbing Improvements, Safety/Security Improvements
- Other HVAC/electrical/plumbing updates and retrofits at various buildings

Projects are being funded with State Modernization Funds (HB521).

SECTION 2: PROJECT SCOPE

The required services shall include programming, specifications, schematic design, design development, construction documents, and construction administration. The District will coordinate with the architect to select an appropriate project delivery method for the construction phase of each project.

The anticipated scope of work to be completed for each project is as follows. The scope and schedule are subject to change pending input from the selected design team.

The overall budget inclusive of professional fees is approximately \$17,916,838

Lakeland Middle School	Electrical Systems Replacement HVAC Improvements Interior Improvements Safety/Security Improvements
John Brown Elementary School	Electrical Systems Update Siding/Windows/Doors Replacement HVAC Improvements Interior Improvements
Lakeland High School	Electrical Systems Update HVAC Improvements Interior Improvements Safety/Security Improvements

<p>Timberlake High School</p>	<p>Electrical Systems Update Interior Improvements Safety/Security Improvements</p>
<p>Spirit Lake Elementary School</p>	<p>Electrical Systems Update HVAC Improvements Interior Improvements Safety/Security Improvements</p>
<p>Athol Elementary School</p>	<p>Electrical Systems Update HVAC Improvements Interior Improvements Safety/Security Improvements</p>
<p>Mountain View Alternative School</p>	<p>Electrical Systems Update HVAC Improvements Interior Improvements Plumbing Improvements Safety/Security Improvements</p>

SECTION 3: SCOPE OF SERVICES

The District anticipates that a full complement of architectural and other related professional services will be provided by the selected firm. Required services should be substantially similar to those identified in the American Institute of Architect documents, B141, with modifications to meet District requirements.

SECTION 4: ANTICIPATED SCHEDULE OF EVENTS

Publish Notice of Advertisement for RFQ	March 12th & 19th, 2025
Deadline to Submit Statements of Qualifications	Noon, March 27, 2025
Review Statements of Qualifications	March 28 th through April 1 st , 2025
Notify Finalists	April 2, 2025
Conduct Interviews (Optional, at district discretion))	April 4, 2025
Conduct Contract Negotiations	April 7 th through April 11 th , 2025
Board Approval of Contracts	April 16, 2025

SECTION 4: SUBMITTAL INSTRUCTIONS AND REQUIREMENTS

To qualify for consideration, all responses to this Request for Qualifications (RFQ) must include, but are not limited to, the following information:

- A. A company profile identifying the firms primary location, firm size, services offered, the year the business was established, and qualifications to support the services requested in the proposal. Include the name and contact information of the Principal-in-Charge. (Maximum 2 pages)
- B. Capabilities to meet time and project requirements. (Maximum 1 page)
- C. Organizational Chart identifying the team members and roles. Include engineering consultants.
- D. Resumes of primary firm members who will be assigned to the projects, description of team member roles, and projected workload for each team member. (Maximum 2 pages per resume)

Identify the names and qualifications of consulting engineers if engineering services are to be contracted with another company. Include Resumes. (Maximum 2 pages per resume)

- E. Provide examples of experience with the renovation of K-12 facilities completed within the last 10 years. Include a description of the scope of each project including the type of work performed, the initial and final construction contract value, and change orders due to architect and engineer errors and omissions. Note change orders as a percentage of the construction contract. Identify the project delivery method of the project (CM/GC, Design-Bid-Build, Design-Build,). Only include projects for which at least one of the primary architectural team members served a primary role. Identify the team member and their role. (Maximum 5 pages)

The issuance of the RFQ and the receipt and evaluation of statements of qualifications do not obligate Lakeland School District No. 272 to award a contract. The District will not pay costs incurred in responding to this RFQ. The District may, at its discretion, cancel this process at any time before the execution of a contract without liability.

The District, at its discretion, may accept such statements of qualifications as it deems to be in the best interest of the District. The District reserves the right to make a written request for additional information from the respondent to assist in understanding or clarifying a response. The District reserves the right to accept or reject any or all of the submissions. The District may waive any immaterial defects in any submissions.

To be considered — qualification packets must be received in the Lakeland School District No. 272 Administrative Office on or before noon (PDT) on March 27, 2025. The District may or may not choose to interview firms before final selection. Should the District choose to interview one or more firms, these selected firms will be telephoned to make arrangements for a 45 (forty-five) minute presentation to the District's Architectural Services Selection Committee.

All inquiries are to be made directly through:

Jessica Grantham, Chief Finance Officer/Treasurer

15506 N. Washington Avenue

Rathdrum, ID 83858

Office: (208) 687-0431

Email: jessica.grantham@lakeland272.org

Concerning this Request for Qualifications, firms are prohibited from contacting any member of the school district except for the designated contact person listed above. Any attempt to communicate with any other member of the school district may result in the disqualification of the firm.