



**SCHOOL
DISTRICT**

Preparing children for an ever changing world

504 N. Third Ave. / PO Box 28
Rockaway Beach, OR 97136

Phone: 503-355-2222

Fax: 503-355-3434

www.nknsd.org

Date: Wednesday, September 8, 2021

To: School Board

From: Mark Sybouts, Business Manager

A handwritten signature in black ink, appearing to read 'MS', written over the printed name 'Mark Sybouts'.

RE: HVAC engineering project award

This project was advertised August 3, 2021 in the Headlight Herald and August 4, 2021 in the Daily Journal of Commerce. Proposals were due August 27, 2021.

The Request for Proposal (RFP) document was requested by Sixteen (16) firms and nine (9) plan centers. One addendum was issued to answer questions that were received.

Four (4) proposals were received.

1. KCL Engineering and ZCS Engineering & Architecture
2. Sazan Group
3. R&W Engineering, Inc.
4. RSS Architecture, P.C.

Each proposal was evaluated based on 6 criterion established in the Request for Proposal document.

The proposal review committee consisted of Paul Erlebach, Steve Baertlein, and Mark Sybouts. The committee met to consider the proposals and funding sources for the project. The Project will be funded using ESSER II and ESSER III federal grants. We recommend awarding the contract to the proposer who scored the highest by all three of us using the evaluation tool in the RFP - KCL Engineering and ZCS Engineering & Architecture.

Board Action required:

Award HVAC Architect/Engineering contract to design HVAC systems for Garibaldi Grade School, Nehalem Elementary School and Neah-Kah-Nie High School to KCL Engineering and ZCS Engineering & Architecture and authorize Superintendent Erlebach to negotiate the contract.

OR

- A) Reject all proposals.