

Parkrose School District Number 3

Request for Qualifications

**General Contractors for the 2013 Elementary School
Construction Projects**

December.10.2012

Parkrose School District Number 3
Request for Qualifications for General Contractors
December.10.2012

Request for Qualifications (RFQ) Purpose:

The Parkrose School District (District) will select qualified General Contractors to competitively bid on construction projects to be completed at Sacramento Elementary, Shaver Elementary and the Russell Academy of Academic Achievement. Each project will be independently competitively bid. All three projects will be released for bids no later than March 2013. The list of selected General Contractors will all be notified prior to release of the bid documents.

Schedule:

- Advertisement..... December.10.2012
- Qualification Proposals Due.....January.3.2013 / 2:00 p.m.
- Interviews if Required.....January.9.2013
- Notice of Intent to Award..... January.11.2013
- Recommendation to the School Board..... January.14.2013
- Award..... January.15.2013

Project Descriptions:

Sacramento Elementary:

Location: 11400 Northeast Sacramento Street, Portland, Oregon 97220

Scope of Work:

- Construction of a Multipurpose Room addition totaling 5,500 square feet
- Construction of an Administration Area addition totaling 4,500 square feet
- Fire sprinkler piping improvements
- Boiler replacement
- Boiler control improvements
- Steam piping replacement
- Unit ventilator improvements
- Heating and ventilation temperature control improvements
- Domestic water piping replacement
- Plumbing fixture replacement
- Interior building finish improvements
- Communication infrastructure improvements
- Communication equipment additions
- Roof replacement
- Hardscape and landscape improvements

Construction Cost: \$3,912,000

Bid Documents Released: February.8.2013

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Shaver Elementary:

Location: 3701 Northeast 131st Place, Portland, Oregon 97230

Scope of Work:

- Construction of a Multipurpose Room addition totaling 5,500 square feet
- Roof replacement
- Hardscape and landscape improvements

Construction Cost: \$1,660,000

Bid Documents Released: January.25.2013

Russell Academy of Academic Achievement:

Location: 2700 Northeast 127th Avenue, Portland Oregon 97230

Scope of Work:

- Construction of a Multipurpose Room addition totaling 5,500 square feet
- Fire alarm system improvements

Construction Cost: \$1,195,000

Bid Documents Released: January.18.2013

Common Notes:

1. Project descriptions do not represent an all inclusive summary of work to be completed.
2. Dollar amounts are approximate
3. Dates are approximate
4. Square footages are approximate
5. Bid due dates will occur approximately 21 calendar days after bid documents are released

Qualification Submission Instructions:

General Contractors shall submit one original and nine copies of written qualifications by January 3, 2012, 2:00 p.m. local time, to Mary Larson, Director of Business Services and Operations, Parkrose School District, 10636 Northeast Prescott Street, Portland, Oregon 97220. Responses must be submitted in a sealed envelope or package to the address listed above. The package should include the following clearly visible information "Parkrose School District Number 3 / RFQ for General Contractors" along with the firm's name, address and telephone number.

Only information submitted to the District at the address identified above by the date and time delineated in this RFQ will be considered. Any response received after the deadline will be returned unopened to the proposing firm.

General Information:

1. Submissions must be separated with section dividers and tabs as noted below.
2. Responses must include the signature of an officer of the company with the authority to commit the firm.
3. There is no page limit, however, please limit the submission to the specific request for information in this RFQ. Exclude general marketing material from the submission.
4. Page size is limited to 8-1/2" x 11 inches with text information no smaller than 11 point.

Selection Criteria

Section 1 / Cover Letter:

- 0 Points (prerequisite)
- Provide an introduction

Section 2 / Performance on Similar Projects:

- 35 Points
- Describe similar K-12 projects completed in the last five years. Preference will be provided to Oregon K-12 projects. Similarities in project type, size, and schedule need to be articulated. Include and describe the following elements: Client, contract type, construction contract award amount and total amount of change orders.

Section 3 / Proposed Staff and Resources:

- 20 Points
- Identify the primary individuals who will likely make up the team for the proposed project(s). Identify individual roles, similar relevant experience and qualifications, etc. Describe the firm's resources available to complete the proposed project(s).

Section / 4 - Schedule:

- 20 Points
- Describe planning, scheduling and project monitoring skills and process.
- Describe how self performed and subcontractor work will be managed and scheduled.
- Describe how vendor and supplier activities will be managed and scheduled.

Section / 5 – Safety:

- 5 Points
- Provide a detailed summary of your firm's safety program
- Provide the Oregon Experience Modification Rating.

Section / 6 – References:

- 15 Points
- Provide references and contact information (name, title and telephone number) for the five most recently completed K-12 projects.
- Provide references for two architects and two subcontractors associated with K-12 projects identified in the preceding bullet point.

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Section / 7 – Claim History:

- 5 Points
- Describe any claims, legal action, mediation, arbitration, etc., associated with Owners, Architects or Engineers on any project involving your firm in the previous five years.

Section / 8 – Bonding:

- 0 Points (prerequisite)
- Describe bonding capacity. Include a letter from your surety to confirm capacity.

Section / 9 – Insurance:

- 0 Points (prerequisite)
- Describe insurance capacity. Include a letter from your surety to confirm capacity.

Selection Process and Additional Information:

The following process will be used to qualify General Contractors:

1. A committee will review, screen and rank responses based upon the criteria described in this RFQ.
2. The review committee will provide a recommendation to the School Board for approval.
3. The District reserves the right to reject any and / or all responses, to cancel and / or amend the solicitation, and to waive any informality if there is good cause if in doing so would be in the District's interest.
4. The District reserves the right to seek clarifications from responding firms and other sources.
5. Preparation costs and /or expenses associated with this RFQ are entirely the responsibility of the firms responding to the RFQ.
6. The District reserves the right to create a short list and schedule interviews with firms responding to this RFQ. Interviews are not currently anticipated.
7. No site visits will be scheduled. Firms responding cannot contact any representative of the individual schools identified in this RFQ.
8. All questions and comments associated with the RFQ must be directed to the following individual via e mail:

Mary Larson
Director of Business Services and Operations
Parkrose School District
10636 Northeast Prescott Street
Portland, Oregon 97220
mary_larson@parkrose.k12.or.us

Individuals contacting other District staff regarding this RFQ may be disqualified.