

Lakeland Joint School District #272

15506 N. Washington St.
Rathdrum, ID 83858
208-687-0431



**LJSD Vision: A community committed to academic excellence ...
dedicated to student success.**

Board Action Item Request

ACTION ITEM: RFQ for CM/GC - School Modernization Funds Projects

PURPOSE: Approve/Deny Posting for RFQ for CM/GC

MEETING DATE: December 3, 2025

PREPARED BY: Jessica Grantham, Tim Haag

REQUEST:

The School Modernization Fund projects involve substantial construction under constrained timelines, including summer work and occupied school sites. The CM/GC (Construction Manager/General Contractor) delivery method, authorized under Idaho Code 54-4503 and 54-4511, allows the District to select a contractor based on qualifications, experience, and best overall value rather than the lowest bid alone. Unlike the Design-Bid-Build (DBB) process, which requires 100% design completion before bidding and awards construction solely to the lowest responsible bidder, CM/GC involves the contractor during the design phase. This early involvement enhances cost estimating, constructability, scheduling, and risk management. Additionally, CM/GC allows the District to establish a Guaranteed Maximum Price (GMP), providing cost certainty before construction begins. This approach is particularly advantageous for complex, time-sensitive, or occupied-site projects.

INFORMATION:

CM/GC provides greater oversight, better cost control, and reduced risk, especially for projects with tight timelines, inflation pressures, or phased construction.

Topic	Design-Bid-Build (DBB)	CM/GC (Preferred Method)
Idaho Code	67-2309, 67-2310, 67-2320, 67-2805	54-4503, 54-4511, 67-2320
Contractor Selection	Strictly low-bid, regardless of qualifications	Best-value and qualifications-based. The owner selects the most capable contractor, not just the cheapest
Design Timing	100% complete before bidding	CM/GC participates during design, improving accuracy and reducing risk
Cost Control	Price is set only after design; high potential for costly change	Early cost estimating and a Guaranteed Maximum Price provide budget

	orders	stability
Change Orders	More likely due to unknowns, limited contractor input, and design gaps	Fewer change orders, contractor helps resolve risks during design
Schedule	Linear and slower: Design - Bid - Build	Overlaps design and construction, saving time (ideal for fast-track projects)
Risk Profile	The owner holds most risk	Shared risk. CM/GC identifies issues early, reducing surprises
Transparency	Competitive bidding focused on the lowest price	Subcontractor packages are still bid competitively, maintaining transparency with flexibility
Best For	Simple, predictable, low-risk projects	Complex, occupied campuses, tight timelines, phased construction, or projects requiring cost certainty

FINANCIAL CONSIDERATIONS:

Costs associated with CM/GC services will be brought forward for Board approval upon completion of the selection process.

RECOMMENDATION:

We recommend the Board approve posting a Request for Qualifications (RFQ) for CM/GC services for the School Modernization Funds projects, allowing staff to solicit proposals for future Board approval.

ATTACHMENTS:

Draft RFQ CM/GC

REQUEST FOR QUALIFICATIONS
FOR
CONSTRUCTION MANAGER / GENERAL CONTRACTOR (CM/GC) SERVICES
FOR
LAKELAND SCHOOL DISTRICT No. 272: STATE BOND PROJECTS

SECTION 1: REQUEST FOR QUALIFICATIONS

Lakeland School District ("District") is seeking responses from licensed Idaho Public Works Construction Managers (CMs) and licensed Idaho Public Works Contractors, in good standing, to provide their qualifications to perform certain Construction Manager Services (CM Services) in accordance with Idaho Code, 54-4501, et. seq., as determined by District.

The District has budgeted approximately \$20,000,000 for modernization projects at multiple school facilities throughout the District. The budget is inclusive of all construction costs, architecture and engineering fees, pre-construction services, and contingencies. A detailed list of anticipated projects is included in the outlines in Section 2. The work is anticipated to be constructed in phases over the course of two years.

The District intends to construct these projects using the Construction Manager/General Contractor (CM/GC) delivery process and intends to select one qualified CM/GC from those who respond to this RFQ for the projects. Responses should address the proposer's specific qualifications for the projects described below.

This is a Qualification-Based Selection complying with Idaho Code 67-2320. This procedure provides for an orderly process of: (1) Solicitation of professional qualifications, (2) Evaluation and ranking of qualifications, (3) Establishment of a ranked list of service providers, and (4) Negotiation of the scope of services and fees.

SECTION 2: PROJECT SCOPE

LSD is planning to construct the following projects for which CM/GC Services are required

LAKELAND HIGH SCHOOL

Replace Exterior Doors and Prep for Future Access Control
HVAC Upgrades/Equipment Replacement
Plumbing Upgrades/Equipment Replacement
Electrical Equipment Upgrades/Replacement
Systems Upgrades: Architectural Impacts
Partial Reroof

JOHN BROWN ELEMENTARY SCHOOL

Siding/Windows/Exterior Doors
HVAC Upgrades/Equipment Replacement
Plumbing Upgrades/Equipment Replacement
Electrical Equipment Upgrades/Replacement
Systems Upgrades: Architectural Impacts

LAKELAND MIDDLE SCHOOL

HVAC Upgrades/Equipment Replacement
Electrical Equipment Upgrades/Replacement
Plumbing Upgrades/Equipment Replacement
Systems Upgrades: Architectural Impacts
Gym Reroof

SPIRIT LAKE ELEMENTARY SCHOOL

HVAC Upgrades/Equipment Replacement
Plumbing Upgrades/Equipment replacement
Electrical Equipment Upgrades/replacement
1968 RR Renovation
Systems Upgrades: Architectural Impacts
Replace Cabinets (1968 - 1984 Areas)

ATHOL ELEMENTARY SCHOOL

HVAC Upgrades/Equipment Replacement
Plumbing Upgrades/Equipment Replacement
Electrical Equipment Upgrades/Replacement
1968 Restroom Renovation
Systems Upgrades: Architectural Impacts
Replace Cabinets (1968 - 1984 Areas)
Partial Reroof

ACCESS SAFETY IMPROVEMENTS

Lakeland Middle/High Schools HWY 41

MISCELLANEOUS PROJECTS

As funding allows.

The Project Team will consist of the School District, including their Representative, the Architectural Design Team, including Architects West, and the selected CM/GC.

ANTICIPATED SCHEDULE

Project Grouping	Design	Construction
LAKELAND HIGH SCHOOL, JOHN BROWN ELEMENTARY SCHOOL, LAKELAND MIDDLE SCHOOL	2025 through Spring 2026	Summer 2026
ACCESS SAFETY IMPROVEMENTS	2025 through Spring 2026	Summer 2026
SPIRIT LAKE ELEMENTARY SCHOOL, ATHOL ELEMENTARY SCHOOL	Summer 2026 through Spring 2027	Summer 2027
MISCELLANEOUS PROJECTS	TBD	TBD

SECTION 3: SCOPE OF SERVICES

Throughout the project, the CM/GC shall provide LSD with professional construction management services and represent LSD's interests in completing the project on time, within budget, and as planned with a minimum of difficulties. It is anticipated that AIA Document A133-2019 will be the Contract Form and the basis of agreements for CM/GC Services to be entered into for the projects. However, the District reserves the right to change, modify, or amend the Contract Form in formulating the final contracts to be entered into by the District. CM/GC services shall include, but are not limited to, pre-construction services and construction services through the completion of the project. For purposes of this RFQ, proposers should describe their qualifications to provide CM/GC Services as those services are generally described in the Contract Form.

SECTION 4: RESPONSE, FORMAT, CONTENT, AND EVALUATION CRITERIA

Responses must include the following information in this sequence. Respondents are invited to include innovative methods and/or procedures that they can provide to assist in ensuring the successful completion of the projects. Unique qualities and/or capabilities and cost efficiencies may be identified. For each of the specific areas listed below, your responses should include a description of the responder's qualification to serve as a CM/GC.

Written Requirements for Responses to Request for Qualifications	Possible Points for Each Section of the Proposal
1. Cover Letter (limit to one page)	0
2. Complete " CM INFORMATION " as provided in Section 8.	10
3. COMPANY PROFILE: Describe your firm's history, size, resources, philosophy of service, typical volume of work, financial stability, and basic construction management techniques and methods. Describe how your particular expertise, experience, and/or techniques can be an advantage to the District in completing the project. Describe your experience, knowledge, and expertise in complying with Idaho public works procurement requirements and experience with public works contracts. Describe your experience and familiarity with the sub-contractor market local to the Coeur d'Alene and Spokane region.	15

4. PROJECT APPROACH: Describe your approach to providing CM/GC Services described in A) Preconstruction Services, B) Construction Services as a CM/GC. Discuss how you would provide leadership to facilitate teamwork and communications among all parties involved in the project covered by your response. Identify personnel to whom construction management responsibility will be assigned by name, titles, roles, qualifications, experience, and resumes. Provide an organizational chart clearly illustrating the proposed staffing.	20
5. TOTAL PROJECT BUDGET CONTROL: Submit detailed description of how your firm provides and periodically updates construction cost estimates and participation in Value Management during project design, and successfully tracks and reports construction costs, including line-item costs for each bid package, fee permits, reimbursable costs, CM/GC fees, and all other project costs.	20
6. SCHEDULING: Describe the primary scheduling techniques you use and the software you will employ to produce an effective construction schedule. Provide examples of successful construction management and scheduling services provided on complex, multi-phase projects. Discuss in detail how you intend to enforce contract schedule compliance.	10
7. HOME OFFICE SUPPORT: Describe your home office support staff by name, position, and provide a flow chart of how pay requests will be received, approved, and prepared for payment.	5
8. PAST PERFORMANCE: Name three (3) recent and relevant projects of similar size and scope to that of LSD's projects (for which you will propose on) that you completed, demonstrating your firm's ability to manage and complete projects within budget and on schedule. Direct experience managing and completing school projects will be given greater weight in this criterion.	20

SECTION 5: RESPONSE SUBMISSION PROCEDURES

1. Written responses to the RFQ will be accepted at the Lakeland School District Office, Attn: Jessica Grantham, Chief Finance Officer/Treasurer, 15506 N. Washington Avenue, Rathdrum, ID, until 3:00 p.m. (PST), December 22, 2025. Any submission received after this date and time shall be returned, unopened, in the original envelope.

2. Submittals shall include one (1) original, two (2) copies, and an electronic copy (PDF) of the proposal. The original must be marked "original" and be dated and signed by a duly authorized partner or corporate officer. Proposals must be sealed and clearly marked: **CM/GC Services for Lakeland School District**.

3. Responses shall include a copy of each submitter's current Construction Manager and Public Works Contractor Licenses and Certificate of Authority from the Idaho Secretary of State demonstrating that the submitter entity has a current construction manager license, is lawfully in existence, and is in good standing in the state of Idaho.

4. All questions regarding this RFQ must be directed only to Kevin Cole, Architect, either via email, kevinc@architectswest.com, or phone, (208) 667-9402.

5. All respondents are encouraged to register with the architect by email to be placed on a list to receive addenda and clarifications with respect to this solicitation. Register by emailing kimh@architectswest.com and include in the subject line of the email text "REQUEST TO REGISTER FOR LAKELAND SD CMGC RFQ 25 Lakeland School District". Include CMGC name and primary point of contact, Idaho Public Works license number, and contact

information in the body of the email. A response will be provided to acknowledge registration. Registrants will also receive a link to download copies of schematic design documents for Lakeland High School, John Brown Elementary, and Lakeland Middle School.

6. Submitting firms are requested NOT to contact District employees. In the interest of fairness, all questions and answers will be shared with all bidders who submit a timely response to this RFQ.

SECTION 6: ANTICIPATED SCHEDULE OF EVENTS

Publish Notice of Advertisement for RFQ	December 5, 2025 December 12, 2025
Deadline for questions regarding the RFQ	December 17, 2025
Deadline to Submit Statements of Qualifications	December 22, 2025
Review Statements of Qualifications	December 22 nd through Dec 30 th , 2025.
Interview Notification (If necessary)	January 5, 2026
Interviews (if necessary)	January 7, 2026
Evaluation Committee finalizes scoring.	January 8 th through January 14 th , 2026
Anticipated board approval	January 21, 2026

All persons or entities who submit responses to this Request for Qualifications will be notified when the School District has chosen to hire a CM/GC for the project, or has determined to submit a new Request for Qualifications.

SECTION 7: PROPOSAL GUIDELINES, EVALUATION, AND AWARD

1. Statements of qualifications will be evaluated by the District's CM/GC Selection Committee. The initial screening will be done without interviews by the Selection Committee.
2. Proposals will be ranked on qualifications and demonstrated competence as evidenced by the information presented in the statements of qualifications.
3. Interviews may be conducted at the sole discretion of the District. The Project Architect may be present in an advisory non-voting capacity at any interviews.
4. All persons or entities who submit responses to this Request for Qualifications will be notified when the School District has chosen a CM/GC, or has determined to submit a new Request for Qualifications.
5. The issuance of this RFQ and the receipt and evaluation of statements of qualifications do not obligate Lakeland School District to award a contract. The District will not pay costs incurred in responding to this RFQ, and may, at its discretion, cancel this process at any time before the execution of a contract without liability.

made a part of the contract for CM/GC Services.

7. The District, at its own discretion, may accept such statements of qualifications as it deems to be in the best interest of the District. Upon the District's request, a respondent may be asked to submit additional information to supplement their response.

8. LSD reserves the rights to:

- Waive any informalities or irregularities and reject any or all responses received as a result of this RFQ.
- Negotiate the scope of services, contract terms, and compensation for CM/GC Services to be provided.
- Conduct investigations required to determine the respondent's performance record and ability to perform the work specified a part of the RFQ.

SECTION 8: CONSTRUCTION MANAGER INFORMATION

1. Contact information for your firm's main office as follows:

Firm Name: _____

Mailing Address: _____

(City, State, Zip)

Physical Address: _____

(City, State, Zip)

Telephone: _____ Fax: _____

Email Address: _____

2. Name, title, address, telephone, and fax number of the firm's officer responsible to the School District for all work to be provided under this RFQ.

Name/Title: _____

Mailing Address: _____

(City, State, Zip)

Physical Address: _____

(City, State, Zip)

Telephone: _____ Fax: _____

Email Address: _____

3. Please check the appropriate box to identify the legal status of the entity making this proposal.

☐ Corporation

☐ Partnership

☐ Limited Liability

☐ Other (explain): _____

4. Please provide the following license information:

Idaho Public Works Construction Management License # _____

License held by _____
(name of licensed CM who will be responsible)

Idaho Public Works Contractor License # _____

5. Contact information of the office where your project team will be located and from which the work for this assignment will be conducted, if different than "1." above.

Firm Name: _____

Mailing Address: _____

(City, State, Zip)

Physical Address: _____

(City, State, Zip)

Telephone: _____ Fax: _____

Email Address: _____

6. Provide a letter from Surety for the project.

7. State the contract information for your current insurance company(s) that provide coverage for your firm in the areas of liability, builder's risk, and workers' compensation.

Company Name: _____

Agent Name: _____

Address: _____

(City, State, Zip)

Telephone: _____ Fax: _____

Email Address: _____

8. If you answer yes to any of the following questions, provide a complete explanation on a separate sheet.

- a. Has any one of your current or former sureties or bonding companies ever been required to perform under or canceled a bid bond, labor or material payment, or

a performance bond issued on your firm's behalf? Yes_____ No_____

b. Has your firm ever been denied coverage or had coverage terminated or cancelled by any insurer during the past five (5) years? (If so, please state the company, date, reason, and specific details.) Yes_____ No_____

c. Within the past five (5) years, has your current firm or any predecessor organization been involved as a party or filed a claim in any bankruptcy, litigation, mediation, or arbitration proceedings? Yes_____ No_____

9. Acknowledge Receipt of Addenda related to this RFQ (list addenda numbers)_____

10. Name, title, and signature of your firm's officer who was responsible for the preparation and hereby verifies the accuracy of your proposal.

Printed Name: _____

Title: _____

Signature: _____

Date: _____