

Board of Education

ACTION

TITLE: Consider Award of RFQ for Owner’s Construction Representative/Project Management Services

DATE: July 23, 2018

RESPONSIBLE ADMINISTRATOR: Dr. Terry Morawski
Deputy Superintendent

BACKGROUND/CONSIDERATIONS:

On July 11, 2018, RFQ documents for Owner’s Construction Representative/Project Management Services were received by the Purchasing Department. The district received three responses from qualified firms. These RFQ submissions were reviewed by a committee on July 13, 2018. The committee consisted of Barry Owen (Chief Academic Officer), Charles Warren (Chief Financial Officer), Terry Morawski (Deputy Superintendent), and Travis Biggs (Supervisor of Maintenance and Construction).

Through this evaluation process, all firms were found to meet basic qualifications for the service. Firms were scored and a ranking list was developed. If the ranking is approved, the administration will negotiate a contract with the highest ranked firm.

Date	RFQ Event
June 20, 2018	RFQ 18-06-1 Issued
June 24, 2018	Advertised in Times-Record Newspaper
July 1, 2018	Advertised in Times-Record Newspaper
July 11, 2018	Submissions Received
July 13, 2018	Evaluation Committee Met
July 30, 2018	Evaluation Ranking Presented to the Board of Directors

RECOMMENDATION:

The Administration recommends the Board of Education authorize the Administration to negotiate and award a contract with the highest ranked firm for Owner’s Construction Representative/ Project Management Services.

If the Board agrees, the motion would read: ***move to authorize the Administration to negotiate and award a contract to the highest ranked firm for Owner's Construction Representative/Project Management Services.***