



EAST CARTER COUNTY R-II SCHOOLS

Dr. Richard Sullivan, Superintendent
Matt Stahl, HS Principal

**24 SOUTH HERREN AVE
ELLSINORE, MO 63937
PHONE: 573-322-5625
FAX: 573-322-8586**

Theresa Kearbey, MS Principal
Kacie Kendrick, Elem Principal

REQUEST FOR QUALIFICATIONS FOR QUALIFIED PROVIDERS

OVERVIEW

Note: This RFQ is originally dated August 4, 2022 (Revised 08/08/2022).

The East Carter County R-II School District (the “District”) seeks statements of qualifications and proposals from qualified companies (Qualified Provider) to identify and implement energy conservation measures and selected capital improvements that reduce utility consumption, operations costs, maintenance costs and to improve facilities through building infrastructure and system enhancements. The East Carter County R-2 School District is Requesting Qualifications for a design build project to include: contact tracing measures through energy efficient electronic security doors and in a potentially separate or simultaneous project, to add socially distanced meeting spaces to existing structures. The Qualified Provider is to be responsible for all architectural design and code compliance. The qualified provider must have District approval of any and all designs.

Only Firms with proven experience and success in designing and building state of the art facilities will be considered. Firms will need to show their ability to produce a bid ready design once awarded the project. Qualifications will determine the successful applicant. The architect is expected to provide Geo-Tech, Structural and Civil Engineering, Interior Design, Audio/Visual Design Services, MEP Engineering, and Landscape Design components within their scope of qualifications.

Qualification packets are due to the Central Office by noon August 24th Central Time. Qualification packets are to be opened for review beginning at 1 pm Central Time on the same day, August 24th. Extensions for submissions will not be granted.

The Board reserves the right to reject any and all proposals.

Please contact Dr, Richard Sullivan, Superintendent with any questions. The Project is to meet any applicable Wage Orders and the contractor is responsible for any and all permits.

East Carter County R-2 School District is an equal Employment Opportunity Employer and invites the submission of proposals from minority and women-owned Firms.

The District's objective in issuing this Request for Qualifications is to select a qualified provider for the implementation of the services described above, pursuant to Missouri Revised Statute 8.231. Responses should be limited to 100 total pages. If a Firm is interested, please submit three sealed copies of their response by noon on August 24th to:

Dr. Richard Sullivan
Superintendent of Schools
East Carter County R-2 Schools
24 South Herren Avenue
Ellsinore, Missouri 63937

Any questions concerning this RFQ shall be directed to:

Dr. Richard Sullivan
Superintendent of Schools
East Carter County R-2 Schools
24 South Herren Avenue
Ellsinore, Missouri 63937
rsullivan@ecarter.k12.mo.us

Addendums Pertaining to this RFQ

The East Carter County R-2 School District will post any RFQ/RFP addendums to its website at <https://www.ecarter.k12.mo.us/>. Please check the website often for updated information.

The District intends to enter into a contract (pending Board Approval) with its selected Qualified Provider based on the following criteria:

Experience and Qualifications
Technical Quality and Range of Services
Ability to Implement Project
Financial Considerations
Answers to Questions

Upon review of the above criteria, the District may enter into a contract with Board Approval with the qualified provider that provides the best overall value to the District. The District reserves the right to reject any and all responses and to be the sole judge of the value and merit of the responses received.

PROPOSAL CONTENT AND FORMAT

Qualified responders should submit their response statements in a format that follows the outline below. Responses that do not follow the correct proposal format will be eliminated from consideration.

Section 1: Experience and Qualifications

Section 1.1 – Company Overview - Firm background

- a. Name of Firm
- b. State of incorporation and location of principal and branch offices
- c. Length of time in business
- d. Number of in-house AIA Certified Architects
- e. Number of total employees (including architects)

Section 1.2 – Local Project Team Qualifications

Section 1.3 – Local Project Experience with Schools

Section 1.4 – Licenses and Certifications

Section 2: Technical Quality and Range of Services

Section 2.1 – Range of Services Overview

Section 2.2 – Baseline Methodology & Calculations

Section 2.3 – Existing Conditions

Section 2.4 – Recommendations

Section 3: Ability to Implement Project

Section 3.1 – Approach to Sub-Contractors and Vendors

Section 3.2 – Project Management Overview

Section 3.3 – Scheduling Methods and Potential Timeline

Section 4: Financial Considerations

Section 4.1 – Approach to Project Financing and Options

Section 4.2 – Methods Used to Calculate Costs & Savings

Section 5: Answers to Questions

Please list any past, pending, or settled litigation in Missouri the last 15 years. Please note that statements that refer to generalities and do not list specific instances will be deemed unresponsive and eliminated from consideration.

What is your firm's approach to change orders?

Is your firm tied to any product, fuel, vendor, or supplier?

How does your firm approach scheduling construction?

What is your firm's warranty period and how do you handle claims?

Other Requirements

1. Qualifications submitted past the deadline date and time will not be accepted. Caution to those submitting qualifications; those not in the proper form may be rejected.
2. The selected A/E firm will be required to stay within the limits of the budget set forth by the District.
3. Professional Liability Insurance - The Respondent shall have the appropriate liability insurance written by an insurer authorized to transact insurance in the State of Missouri.
4. Respondents are advised that a Prevailing Wage Determination prepared by the Missouri Division of Labor Standards is in effect on this project.
5. Unauthorized Aliens Workers Act- The successful firm will have to sign an agreement that they are enrolled and participating a Federal Work Authorization Program ("FWAP") that ensures that all of its employees or agents or subcontractors have the legal right to work in the United States, as defined in 8 U.S.C. 1324a(h)(3) and RSMo § 285.525-285.555, and that it will maintain this compliance for the entire duration of its contract with the East Carter County R-2 School District, and will provide an Affidavit of Compliance to the East Carter County R-2 School District stating the same.
6. Disbarment; By submitting qualifications, the respondent certifies that it is not currently disbarred from submitting qualifications for professional services agreements issued by any political subdivision or agency of the State of Missouri or the federal government, and that it is not a person or entity that is currently debarred from submitting qualifications for consulting services agreements issued by any political subdivision or agency of the State of Missouri or the Federal government.

All submissions become the property of the District and will not be returned to the proposer. The District reserves the right to reject any or all proposals, to waive any informalities, irregularities, or technical defects in proposals, and unless otherwise specified by the District, to accept any item or groups of items in the proposal, as may be in the best interest of the District.

The requested services must be provided in compliance with all applicable Federal and State rules and regulations including, but not limited to, any applicable state and local regulation.

The District is anticipated to award a contract to the firm with the most responsive proposal which, in the judgment of the District best meets the needs of the District. The criteria for making this evaluation will be based on the following 100% scale:

Experience and Qualifications	20%
Technical Quality and Range of Services	15%
Ability to Implement Project	15%
Financial Considerations	30%
Answers to Questions	20%

The District will be the sole judge with respect to the evaluation of proposals. The establishment, application, and interpretation of the above evaluation criteria shall be within the sole discretion of the District.

The District reserves the right to use any or all ideas presented. Selection or rejection of the proposal does not affect this right.

The District may invite the top 2-3 proposers to present to the Board of Education in a 15-20-minute timeframe to present their company and services at the August 25, 2022 Regularly Scheduled Board Meeting.

The Provider is responsible to meet any and all wage orders, obtain any and all permits, provide any and all necessary and relevant trainings for employees and subcontractors, and is responsible to ensure background checks are conducted on all on-site employees and to provide the district with a list of employees and information relevant to their clearance to be on the school campus with/without children present.

The successful proposer must also provide payment and performance bonds in the total amount of the project at their cost.

The District reserves the right to reject any and all proposals.