

NADABURG UNIFIED SCHOOL DISTRICT NO. 81

REQUEST FOR QUALIFICATIONS

with Information for Respondents and Form of Agreement

for

DESIGN-BUILD SERVICES

relating to

NADABURG UNIFIED SCHOOL DISTRICT NO. 81

MOUNTAINSIDE HIGH SCHOOL

to be located in Wittmann, AZ

OWNER Mountainside High School #22-001

May 3, 2022

This construction project will be the first phase of MOUNTAINSIDE HIGH SCHOOL serving the communities in the Nadaburg Unified School District boundaries in the Northwest region of Maricopa County.

NADABURG UNIFIED SCHOOL DISTRICT NO. 81
NADABURG UNIFIED SCHOOL DISTRICT NO. 81
MOUNTAINSIDE HIGH SCHOOL

TABLE OF CONTENTS

Part 1: Request for Qualifications

Announcement of the Request for Qualifications4

Mountainside High School Information6

- Mountainside High School Description
- Mountainside High School
- Goals and Objectives Facility
- Program
- Site Description
- Mountainside High
- School Location Map
- Mountainside High
- School Budget
- Mountainside High
- School Schedule
- Design Considerations
- Mountainside High School Delivery Method

Statement of Qualifications Requirements9

- Format of Statement of Qualifications
- Delivery of Statement of Qualifications
- Schedule for the Request for Qualifications Process
- Cover Letter
- Evaluation Criteria
- Team Experience
- Key Individuals Experience
- Design-Build Mountainside High School Management Approach
- Design professional Integration and Partnership
- Sub-Contractor Selection Process
- Mountainside High
- School Specific Criteria
- Appendix
- Client References

Information for Respondents 16

- General Description of the Request for Qualifications Process
- Communications with the NADABURG UNIFIED SCHOOL
- DISTRICT NO. 81
- Definition of Respondent
- Reservation of Rights by the
- NADABURG UNIFIED SCHOOL
- DISTRICT NO. 81 Incurring Costs
- Regulations
- Affirmative Action
- Disclosure of Data

NADABURG UNIFIED SCHOOL DISTRICT NO. 81
OWNER MOUNTAINSIDE HIGH SCHOOL

PART 1: REQUEST FOR QUALIFICATIONS

NADABURG UNIFIED SCHOOL DISTRICT NO. 81

ANNOUNCEMENT OF THE REQUEST FOR QUALIFICATIONS for Design-Build Services

relating to NADABURG UNIFIED SCHOOL DISTRICT NO. 81
MOUNTAINSIDE HIGH SCHOOL

NADABURG UNIFIED SCHOOL DISTRICT NO. 81 invites interested and qualified Design-Build Firms/Teams to submit an electronic Statement of Qualifications to provide Design-Build Services, including Architecture, Engineering, Specialty Design, Construction Management, and Construction Services, relating to the proposed MOUNTAINSIDE HIGH SCHOOL, to be located in Wittmann, AZ. This is a qualifications-based selection process. Neither design proposals nor fee proposals are desired at this time.

The proposed scope of work includes design, construction management and construction services. Pre-construction phase services will include complete design services, site surveying; geotechnical investigation; constructability reviews; building systems review and recommendations; construction scheduling; cost estimating; value engineering recommendations for efficient Mountainside High School delivery; and preparation of a Guaranteed Maximum Price (GMP). It is intended that, after mutual agreement on the GMP, the agreement will be amended to include complete Construction and Warranty Phase services.

Description

MOUNTAINSIDE HIGH SCHOOL DESCRIPTION: Mountainside High School (MHS) is Nadaburg Unified School District's premiere high school! MHS has been a long time in the making and marks an important milestone for our district and community. Our vision to reimagine and redefine a 21st-century education is achieved by keeping what's best for students front and center. We do so by leveraging technology for more than just efficiency. We leverage our technologies to meet student's individual learning needs and to increase critical thinking and relevant real-world applications. Our goal is to provide as many opportunities as possible for academic, athletic, and student growth for every student by giving them a voice and choice. Whether participating in online or in-person learning, we understand the responsibility entrusted to us when choosing MHS to serve the student's educational needs. Though we face unique challenges due to COVID-19, our staff is committed to providing the best learning experience possible. Mountainside High School empowers student voice to create opportunity and options for every student, every day, by revealing talent and greatness within every individual.

A new, modern facility for MOUNTAINSIDE HIGH SCHOOL will better serve the ever-changing community needs and interests, support the education of the students, and improve visibility and community access. The new facility will be designed specifically to meet current and future educational needs of a high school serving grades 9-12, including the purchase of a much-needed infrastructure as we transition from a temporary site on the elementary campus to a permanent high school site.

Statement of Qualifications (SOQ)

A Request for Qualifications with Information for Respondents and Form of Agreement will be available beginning at **5:00 pm local time on May 3, 2022**. The Request for Qualifications, and any published addenda, may be downloaded from the District website using this link: . [Purchasing - Nadaburg USD #81 \(nadaburgsd.org\)](http://Purchasing - Nadaburg USD #81 (nadaburgsd.org)) It is the sole responsibility of the Respondent to obtain, review and acknowledge any addenda that may be published.

A pre-interview meeting may be held to familiarize potential Respondents with the basic character of the Mountainside High School, and to address any questions about the Interview process. Information on date, time and location will be provided to firms invited to interview.

Statements of Qualifications shall be delivered to the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 no later than 2:00 pm on May 26, 2022, and shall be addressed and marked as follows

Statement of Qualifications for Design-Build Services for:
MOUNTAINSIDE HIGH SCHOOL
Mountainside High School No. 22-001
Kerre Laabs, Director of Purchasing
NADABURG UNIFIED SCHOOL DISTRICT NO. 81

The Name of the Respondent
May 26, 2022 2:00 PM

Upload a digital copy of the complete SOQ, in **bookmarked PDF format**, to the following link: <https://app.box.com/f/76b7b67d8c6b466f91fac28d8f46d236>

Copies of the Statement of Qualifications shall not be sent to any other office or department of the NADABURG UNIFIED SCHOOL DISTRICT NO. 81. The NADABURG UNIFIED SCHOOL DISTRICT NO. 81 reserves the right to reject any or all submittals, or to withhold the award for any reason it may determine, and to waive or decline to waive irregularities in any SOQ. All information regarding the content of the Statements of Qualifications will remain confidential until an award is made or until all Statements of Qualifications are rejected.

Kerre Laabs, Director of Purchasing
NADABURG UNIFIED SCHOOL DISTRICT NO. 81
klaabs@nadaburgsd.org
Phone: 623-388-2130

NADABURG UNIFIED SCHOOL DISTRICT NO. 81

MOUNTAINSIDE HIGH SCHOOL INFORMATION

Mountainside High School Description

The Mountainside High School project includes a new 67,000 sf building and all site related improvements to develop a comprehensive MOUNTAINSIDE HIGH SCHOOL to be located at a location yet to be determined within the Nadaburg Unified School District boundaries.

Mountainside High School Goals and Objectives

MOUNTAINSIDE HIGH SCHOOL is a high school serving students in grades 9-12 in the NADABURG UNIFIED SCHOOL DISTRICT NO. 81.

A new, modern facility for MOUNTAINSIDE HIGH SCHOOL will better serve ever-changing community needs and interests, support the education of NADABURG UNIFIED SCHOOL DISTRICT NO. 81 students, improve visibility and community access. The new facility will be designed specifically to meet current and future educational requirements of Mountainside High School. Mountainside is seeking an inspirational and modular space that will allow for larger gatherings as well as small groups. The program is 1:1 so the students can be mobile as learning and activities demand. Indoor and outdoor learning spaces that motivate students to be innovative and creative are the aspirations of this facility. We seek to blend the forward-thinking with the traditions that students in high school seek to experience.

Facility Program

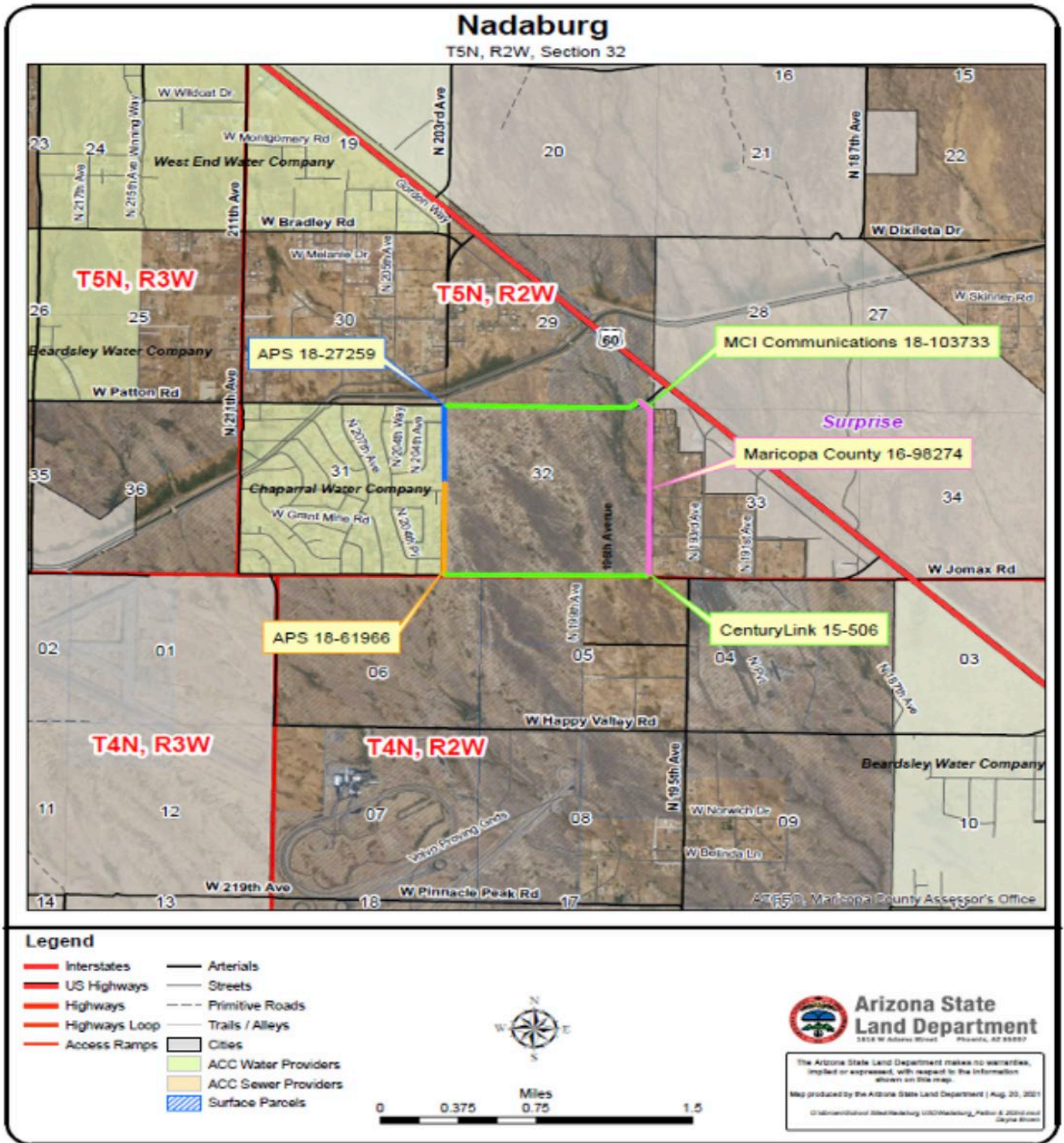
A fully master-planned comprehensive facility program for MOUNTAINSIDE HIGH SCHOOL will be developed by the Design- Build team.

The Mountainside High School scope will include the design and construction of MOUNTAINSIDE HIGH SCHOOL. Master plan will include the programming and design of a fully comprehensive high school. The initial phase of Mountainside High School square footage and scope will be determined based on a \$22 Million Budget and roughly 67,000 SF facility with a capacity of 500 students. Needs of the Mountainside High School will include, but are not intended to be all inclusive, site improvements, adjacent ways, administration and classroom spaces, kitchen/cafeteria, information and technology, safety and security, and facilities to support the NADABURG UNIFIED SCHOOL DISTRICT NO. 81's athletic, career technology, and performing arts endeavors.

Site Description

The site for the new facility for will be located on land yet to be determined in Wittmann or Surprise, AZ. The exact site location will be developed with the successful Design-Build team in conjunction with NADABURG UNIFIED SCHOOL DISTRICT NO. 81.

Mountainside High School Potential Location Map



Mountainside High School Budget

The construction budget for Mountainside High School will be \$22,000,000 funded by the School Facilities Board. This represents the complete construction cost of the facility as expected in the form of a Guaranteed Maximum Price from the Design Build Firm/Team in 2023 dollars. The GMP will include a “bidding contingency” commensurate with the level of completion of the documents and with the current nature of the market, at the time the GMP is prepared.

Mountainside High School Schedule

| | |
|--------------------------------|----------------------------|
| Design | June 2022 – September 2022 |
| Procurement / Mobilization GMP | June 2022 |
| Mountainside High School GMP | September 2022 |
| Construction | September 2022 – July 2023 |
| Occupancy | July 2023 |

Design Considerations

The Design team is working to create a list of needs for this design to include the following: four Z-Space science laboratories, an outdoor environmental center and garden, a culinary arts center (not currently at the West-Mec facility in Surprise, AZ); an early childhood training center in partnership with Head-start, Inc., Archery course, roping course and martial arts/wrestling room. A theater with capacity for the students, staff, and families/guardians. A modern media center with a collaboration space and distance learning lab will be key for students to collaborate globally and ensure that small groups have challenging Instruction from professionals in the field.

Mountainside High School Delivery Method

The NADABURG UNIFIED SCHOOL DISTRICT NO. 81 intends to utilize a Progressive Design-Build delivery process for this Mountainside High School. In this delivery method, the Design-Build GC is selected using a qualifications-based selection process. Upon selection of the most qualified Design-Build GC, the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 will negotiate a fixed fee for Preconstruction phase services. Shortly after, design services will be selected by the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 through a qualifications-based process to contract directly with the previously selected GC to form the design build partnership. The NADABURG UNIFIED SCHOOL DISTRICT NO. 81 will then negotiate a fixed design fee with the team.

The DB’s Pre-Construction Phase services will include program verification, conceptual design, schematic design, and construction documentation of the mutually-agreed design solution; site surveying; geotechnical investigation; constructability reviews; building systems review; and recommendations; construction scheduling; cost estimating; value engineering recommendations for efficient Mountainside High School delivery; and preparation of a Guaranteed Maximum Price (GMP)

After mutual agreement on the GMP, the Design-Build Agreement will be amended to include Construction and Warranty Phase services. If the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 and the DB are unable to reach mutual agreement on a GMP that the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 feels is fair and reasonable, the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 may terminate the DB agreement, and solicit competitive sealed bids for the construction

The DB will pre-qualify Subcontractors, including any work proposed to be self performed, and “buy-out” (bid) all labor and materials to provide a complete Mountainside High School.

STATEMENT OF QUALIFICATIONS REQUIREMENTS

Format for Statement of Qualifications

The Statement of Qualifications should be fully self-contained, and should display clearly and accurately the capabilities, knowledge, experience, and capacity of the Respondent to meet the requirements of the Mountainside High School and the RFQ. Respondents are encouraged to utilize methods they consider appropriate in communicating the required information. If there are questions concerning appropriate submittal material, please contact the NADABURG UNIFIED SCHOOL DISTRICT NO. 81's Mountainside High School Director of Purchasing, Kerre Laabs, klaabs@nadaburghsd.org.

Statements of Qualifications shall be submitted electronically

The SOQ shall not exceed 15 pages.

An Appendix shall be included, which shall not count toward the previously-stated page limit. Include **only** the information described below in the Appendix of the SOQ. No other required or voluntary materials may be included in the Appendix.

Do not include design concepts or fee proposals related to this Mountainside High School with the SOQ.

Delivery of Statement of Qualifications

Statements of Qualifications shall be addressed and delivered to the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 as described in the *Announcement of the Request for Qualifications*, published elsewhere in this RFQ.

SOQs received after the time and date fixed for receiving them will not be considered. Respondents are solely responsible for the delivery of their SOQ by the time and date specified. Statements of Qualifications may be withdrawn by e-mail request to the Mountainside High School Director of Purchasing any time before the scheduled due date and time.

Schedule for the Request for Qualifications Process

The date when the RFQ is available, the Pre-Submittal Meeting, the Due Date for Statements of Qualifications are noted in the *Announcement of the Request for Qualifications* published elsewhere in this RFQ.

Typically, the list of Firms/Teams who will be invited to participate in Interviews, as well as the particulars for the Interviews, will be announced approximately one week after the SOQs are due. However, qualifications-based selection processes do not necessarily follow rigid timetables. The decision might require more, or less, time than is typical. Every Firm/Team which submits an SOQ will be advised of the results of the selection process.

Submittal Requirements

Cover Letter

Include in the Statement of Qualifications a Cover Letter highlighting the Firm's/Team's unique qualifications for this Mountainside High School. Also indicate the name, telephone number, facsimile number, and direct e-mail address, for the primary point-of-contact of the Prime Respondent.

Evaluation Criteria

The NADABURG UNIFIED SCHOOL DISTRICT NO. 81 is seeking the most creative, responsive, and best qualified Design-Build Firm/Team to collaborate with the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 in achieving the successful realization of this complex Mountainside High School. Such Teams should be multi-faceted, include a broad range of disciplines, and should be assembled to address the unique requirements of this Mountainside High School as enumerated in the *Mountainside High School Description*, as well as those criteria described in the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 *Design Considerations*, published elsewhere in this RFQ.

The Statement of Qualifications will be evaluated based on the following criteria, with the relative weight of each criterion being identified by the number of points assigned. Please organize the information in your submittal in the same order as they are listed below. If, in the sole judgment of the NADABURG UNIFIED SCHOOL DISTRICT NO. 81, any section is absent or significantly incomplete, the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 reserves the right to reject the submittal.

In scoring all the Evaluation Criteria listed below, the Search Committee may give additional consideration to proposed Team members who have successfully worked together on past Nadaburg Unified School District projects, and more importantly on past Nadaburg Unified School District projects of comparable scope, budget, and schedule complexity to this Mountainside High School.

Team Experience (20 points)

Be sure to address the experience of **both** the design and construction elements of the Design-Build Firm/Team.

Utilizing projects comparable to the Mountainside High School project, clearly demonstrate the special expertise, qualifications, and experience, of the proposed Design-Build Firm/Team, relevant to the specific requirements of this Mountainside High School as enumerated in the *Mountainside High School Description*, as well as those criteria described in the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 *Design Considerations*, published elsewhere in this RFQ. Such High Schools may include current work, but consideration should be given to including completed and occupied High Schools, as well.

Describe a **minimum of three (3)** High Schools completed by the Firm(s)/Team(s), which are similar or comparable to this Mountainside High School's scope, construction type, budget, schedule, and logistical complexity. Provide examples of how unique requirements and circumstances have previously been successfully addressed. Such examples should include work of the Design Professional and the Construction Contractor, and may also include work of key Sub-Consultant Members of the Team. Respondents may include additional representative High Schools, at their discretion. Describe each High School by providing the specific information requested below:

- Brief narrative of the High School, including any unique feature(s) relevant to this Mountainside High School
- Visual images that illustrate the features and character of the High School
- Key team members who are proposed for involvement in this Mountainside High School
- High School location
- High School size (in net assignable and gross square feet, divided by major space type)
- Cost (original construction budget and final construction cost)
- Initially scheduled completion date and final completion date
- Special sequencing issues (fast-track, phased completion, etc.)
- Construction delivery method (cm@r, design-bid-build, design-build, etc.)

Key Individuals Experience (20 points)

Be sure to address the experience of **both** the design and construction elements of the Design-Build Firm/Team.

Identify the specific key individuals from the Design, Construction Management, and Construction members of the Design-Build Firm/Team, who are proposed to be assigned and contractually obligated to this Mountainside High School, during the pre-construction and construction phases. Include those individuals who will be assigned to the Mountainside High School to help provide responsiveness and knowledge of local conditions.

Utilizing comparable High Schools, clearly demonstrate the special expertise, qualifications, and experience, of those individuals, relevant to the specific requirements of this Mountainside High School as enumerated in the *Mountainside High School Description*, as well as those criteria described in the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 *Design Considerations*, published elsewhere in this RFQ.

Identify how long each individual has been employed by the responding Firm/Team in the capacity of responsibility proposed for this Mountainside High School. Provide resumes of all the identified individuals focusing on special expertise, qualifications, and experience relevant to the specific requirements of this Mountainside High School.

Clarify whether this special expertise, qualifications, and experience is through high schools completed by the Firm/Team as Respondent, or if not, by properly identifying the individual's specific responsibilities with other Firms/Teams by listing those Firm's name, the high school name, and a reference point-of-contact with those other Firms.

Clearly identify the following specific individuals / roles:

- The one person responsible for day-to-day coordination and communication with the NADABURG UNIFIED SCHOOL DISTRICT NO. 81, during all phases of design and construction, with decision-making authority for the Design-Build Firm/Team
- The person or persons who will lead the Mountainside High School estimating effort
- The site construction superintendent
- The one person who will represent the Design Build Firm/Team on-site during the design phase, with decision-making authority for the Design Build Firm/Team
- The one person who will represent the Design Build Firm/Team on-site during the construction phase, with decision-making authority for the Design Build Firm/Team

Describe the anticipated leadership responsibilities of each identified individual, and how they will monitor the process to assure the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 receives complete, thorough, highest quality professional services.

Provide an organization chart that graphically represents the intended roles, responsibilities, authorities, and relationships.

Provide a graphic indicating the percentage of time each of the identified individuals will be dedicated to this Mountainside High School, for each phase of the Mountainside High School.

Please note that Team Members proposed for this Mountainside High School, and the percentage of time to be dedicated to the Mountainside High School, may not be changed during the life of the Mountainside High School without approval of the NADABURG UNIFIED SCHOOL DISTRICT NO. 81.

Design-Build Mountainside High School Management Approach (20 points)

This Mountainside High School project will utilize the Progressive Design-Build delivery method. The success of the Mountainside High School is contingent upon a functional and effective working relationship between the Design Professional and the Construction Contractor. Describe your teams understanding of the responsibilities under, and preparedness to work within, the Design-Build Mountainside High School delivery process.

Describe your Firm's/Team's approach to a Mountainside High School of this type, size and complexity.

Describe the Design Build Firm's/Team's approach to Mountainside High School team-building. Describe how you can successfully lead the Firm/Team and manage communications among all members of the Design Build Firm/Team, from both interpersonal and technological perspectives. If multiple Firms or Team Members will share responsibilities for aspects of the Mountainside High School project, describe the roles and responsibilities of each entity, and how they will work together in a cohesive and effective manner.

Describe, and if possible provide examples of, successful working relationships among the Design and Construction Firms/Teams during the design and construction phases of previous Design-Build High Schools.

Maintaining Mountainside High School within the established budget is a fundamental responsibility of the Design- Builder. Describe your Firm's/Team's budget management and cost control processes, including how you perform conceptual estimating, and how you develop and maintain early design phase cost models and contingency allowances. Describe how the Design Firm/Team and the Construction Firm/Team will work together to manage Mountainside High School costs throughout the design phase. Describe how your Firm/Team ensures that

the evolving design is one which the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 can afford; that cost estimates are complete, accurate, and in compliance with the established budget at all points during the design process; how you transition from cost estimates to the final Guaranteed Maximum Price; and how you ensure that the final GMP is acceptable and comes with “no surprises”. Describe your budget performance on the High Schools listed in the Team Experience section.

Describe your Firm’s/Team’s ability, methodology, and recent High School history on past comparable Mountainside High School types to meet High School deadlines. Discuss your experience with fast-track delivery and multiple bid/construction packages. Describe your schedule performance on the High Schools listed in the Team Experience section.

Summarize your quality control process as it will apply to this Mountainside High School. During the design phase, clearly describe how The NADABURG UNIFIED SCHOOL DISTRICT NO. 81 design review comments will be addressed and incorporated into each subsequent phase of design evolution, and how you will incorporate the review comments into the evolving construction cost and schedule Mountainside High School. Also, clearly describe how your quality control process ensures that at each phase of the design, the document deliverables are completely coordinated between the Design Firm/Team and the Construction Firm/Team, and across all design disciplines.

During the construction administration phase, clearly describe how your quality control process minimizes RFIs and Change Orders, and how clear, succinct and accurate communications are implemented and maintained between the Design Firm/Team, the Construction Firm/Team, and the NADABURG UNIFIED SCHOOL DISTRICT NO. 81.

Design Professional Integration and Partnership (10 points)

The design professional will be procured at a later date shortly after award of the Design Build. Describe your firm’s approach to assist the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 with procurement and selection of the Design Professional. Once formed how will your firm make a commitment to providing timely and responsive service to the Mountainside High School and the NADABURG UNIFIED SCHOOL DISTRICT NO. 81.

Describe how your Firm/Team will meet the criteria listed above, specifically:

- Describe how the new Design Build Firm/Team will ensure that the Mountainside High School and the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 are thoroughly supported from the earliest planning stages through the post-construction Mountainside High School closeout and warranty periods with timely and responsive service.
- Describe your approach to working cooperatively and responsively with the NADABURG UNIFIED SCHOOL DISTRICT NO. 81s stakeholders.

Sub-Contractor Selection Process (10 points)

Sub-Contractor selection process may be based on qualifications or a combination of qualifications and price but may not be based on price alone. NADABURG UNIFIED SCHOOL DISTRICT NO. 81 further requires that all Sub- Contractors be selected by competitive bidding from a pre-qualified list of at least three (3) firms, or more if practical.

Present an outline of the plan that the Design-Builder will use to pre-qualify and select Sub-Contractors for the Mountainside High School. This can be either an on-going process, a

process developed for this specific Mountainside High School, or some combination which the Design-Builder proposes to utilize for this Mountainside High School.

Mountainside High School Specific Criteria (20 points)

Technical Expertise

Demonstrate your team's expertise in delivering a modern Educational Facility. Describe how you would address some of the specific issues related to the current market and new facility such as:

- managing labor in the current market
- managing costs in the current market
- managing risks associated with delivering Mountainside High School when needed
- managing the budget and scope of the Mountainside High School
- any other experience relevant to the functionality and performance of this particular building type.

Appendix - Additional Required Information

Provide the following information in an Appendix. No other required or voluntary materials may be included in the Appendix. This information will be utilized by Search Committee to determine whether the Firm and/or Team satisfies certain technical qualification criteria, and to inform their review of the responses to the scored Evaluation Criteria listed above.

Client References

Addendum Acknowledgement Form

Any other forms required by Procurement

INFORMATION FOR RESPONDENTS

General Description of the Request for Qualifications Process

The NADABURG UNIFIED SCHOOL DISTRICT NO. 81 utilizes a qualifications-based competitive selection process for procuring professional design and construction services. It is not the desire of the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 to receive solutions to the design problems of this Mountainside High School, nor to receive fee proposals. Rather, the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 seeks to learn more about the prospective Firms/Teams, and the participating Individuals, especially their ability to provide professional design, construction, and Mountainside High School management services of exceptional quality to an institutional client.

The process begins with submittal of Firm/Team qualifications in a written Statement of Qualifications (SOQ) in response to this Request for Qualifications (RFQ).

Respondents who desire clarifications of the RFQ, or who find discrepancies or omissions, may submit written questions as described under *Communications with the NADABURG UNIFIED SCHOOL DISTRICT NO. 81* published herein.

A Search Committee will evaluate the qualifications of each Respondent based on the *Evaluation Criteria* published herein, as addressed by the information contained in the SOQ as submitted. The Committee will be composed of a broad mix of User Group representatives, as well as The NADABURG UNIFIED SCHOOL DISTRICT NO. 81 and external facilities professionals. The Committee may request additional information through interviews, presentations, correspondence, client reference checks, and/or visitation of completed High Schools.

After evaluation of the SOQs by the Committee, and if determined as necessary, a list of no fewer than two (2) and no more than three (3) Firms and/or Teams will be invited to participate in Interviews with the Committee. The Committee may provide additional Mountainside High School information at that time. If needed during the Interviews, the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 may desire to achieve a more comprehensive understanding of the Firm and/or Team, their experience, approach, special abilities in relation to the specifics of this Mountainside High School, and potential to develop the best mutual working relationship among the parties of the Mountainside High School Team.

Respondents may present their credentials, their qualifications related to this Mountainside High School, similar past work, and any other pertinent information they may wish to share. The Respondent's prospective Mountainside High School Director of Purchasing, who will be in responsible, day-to-day charge of the Mountainside High School project throughout its entire duration, and who will be the primary point-of-contact with the NADABURG UNIFIED SCHOOL DISTRICT NO. 81, must be present, as well as other key members of the Respondent's team.

Respondents may be requested to participate in a Pre-Interview Meeting.

Before a final decision is reached, the Committee may choose to contact the Respondent's references. Such contacts may occur at any time during the RFQ process and will be completed without prior awareness of the Firms/Teams under consideration.

Before a final decision is reached, the Committee may choose to visit examples of the

Respondent's completed work. Such visits may occur at any time during the RFQ process and may or may not include the participation of the Firms/Teams under consideration.

Based on evaluation of the Statements of Qualifications, the Interviews, and any other pertinent information available to the Committee, a list of three (3) Firms and/or Teams deemed to be the most qualified to provide the services required will be ranked in order of preference.

Subject to availability of funding, the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 then anticipates negotiating a single fixed-fee contract for Pre-Construction Phase Design-Build Services with the highest-ranked Firm and/or Team, at compensation and with terms which the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 determines to be fair and reasonable. In making this decision, the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 will take into account the estimated value, the scope, the complexity, and the nature of the professional services to be rendered.

If the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 is unable to negotiate a satisfactory Agreement with the highest-ranked Firm and/or Team, at a price and with terms which the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 determines to be fair and reasonable, negotiations with that Firm and/or Team will be formally terminated. The NADABURG UNIFIED SCHOOL DISTRICT NO. 81 may then undertake negotiations with the next highest-ranked Firm and/or Team in sequence until an Agreement is reached, or determine to reject all submittals and re-solicit for RFQs, or use another selection process that the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 deems prudent.

Once contracted the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 and selected firm and/or team will begin selecting the partnering design professional.

Communications with Nadaburg Unified School District No. 81

From the date of issuance by the Nadaburg Unified School District No. 81 of this Request for Qualifications, and until a binding contractual Agreement is executed with a selected Design-Build Firm and/or Team, and all other Respondents have been notified, or until the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 rejects all Statements of Qualifications, all communication between any or all of the Firms and/or Teams, or their individual members, and the Nadaburg Unified School District No. 81 shall be formal. Formal communications shall include, but shall not be limited to

- general inquiries
- written questions and answers
- site visits
- addenda

Please address all inquiries concerning this Request for Qualifications, this Mountainside High School, or the selection process in general, ONLY to the Nadaburg Unified School District No. 81's Mountainside High School Director of Purchasing, as described in the *Announcement of Request for Qualifications* as published herein.

No informal communication regarding this Request for Qualifications or this Mountainside High School, between any or all of the Firms/Teams, or their individual members, and the Nadaburg Unified School District No. 81, with the exception of the Mountainside High School Director of Purchasing, shall occur. Informal communications shall include, but shall not be limited to

- requests from Respondents soliciting information, comments, speculation, etc.
- requests from The Nadaburg Unified School District No. 81 departments, for information, comments, etc.

Firms/Teams who desire clarification of this RFQ, or who find discrepancies or omissions, may request an interpretation or additional information from the Mountainside High School Director of Purchasing. The following procedures apply:

- the Firm and/or Team submitting the inquiry shall be completely responsible for its prompt delivery
- interpretation or correction of the RFQ shall be made only by written addendum issued by the Nadaburg Unified School District No. 81, which shall be posted on the Nadaburg Unified School District website where the original Request for Qualifications is posted
- inquiries must be received no later than seven (7) calendar days before the Statements of Qualifications are due in order to be answered
- the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 is not responsible for any other explanations or interpretations of this RFQ

Definition of Respondent

Wherever the word “respondent”, “firm”, or “team” is used in this Request for Qualifications, it shall mean each or any of the persons, firms, partnerships, or corporations, submitting a Statement of Qualifications for performance of the Design-Build Services described by this Request for Qualifications.

Reservation of Rights by the NADABURG UNIFIED SCHOOL DISTRICT NO. 81

NADABURG UNIFIED SCHOOL DISTRICT NO. 81 expressly reserves the right to:

- reject any or all SOQs
- withhold the award for any reason it may determine
- terminate the RFQ process at any time
- reissue the RFQ
- extend the time frame for submission of the SOQs by announcement on the District website where the original RFQ is posted
- request more information from any of the Respondents
- hold all SOQs for a period of 120 days after the opening date and time, and accept an SOQ not withdrawn before the date and time fixed for receipt
- waive or decline to waive irregularities in any SOQ, or in the RFQ process
- decline to enter into an Agreement with any of the Respondents

Incurring Costs

Any costs incurred by the Respondent in preparation, transmittal, or presentation, of any information or material submitted in response to this Request for Qualifications, or in response to an invitation to participate in Interviews, shall be borne solely by the Respondent.

Regulations

Should this RFQ result in an Agreement, the Agreement will be subject to all the provisions of the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 Procurement Code, with all applicable Arizona Revised Statutes, and will include all the terms, clauses, and conditions required by the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 Procurement Code.

Affirmative Action

Any Respondent, in performing services under Agreement with the NADABURG UNIFIED SCHOOL DISTRICT NO. 81, shall not discriminate against any worker, employee, applicant, or any member of the public, because of race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, or other protected category. The NADABURG UNIFIED SCHOOL DISTRICT NO. 81 also prohibits retaliation because an individual has engaged in a protected activity.

The Respondent shall incorporate these requirements into all subcontracts entered into with sellers of materials or services, and all labor, or who may perform any such labor or services in connection with the Agreement with the NADABURG UNIFIED SCHOOL DISTRICT NO. 81.

Disclosure of Data

The Statements of Qualifications shall not be open for public inspection until a binding contractual Agreement is executed with the selected Design-Build Firm/Team, and all other Respondents have been notified, or when the NADABURG UNIFIED SCHOOL DISTRICT NO. 81 rejects all Statements of Qualifications.

Submittals in response to this RFQ may contain data that the Respondent does not want disclosed for any purpose other than evaluation of the SOQ. If so, the Respondent shall clearly identify that the complete SOQ or certain pages of the SOQ are to be restricted. The NADABURG UNIFIED SCHOOL DISTRICT NO. 81 assumes no liability for disclosure or use of data, if that disclosure is required by law. Unless a request for confidentiality is made by the Respondent, and concurred with by the NADABURG UNIFIED SCHOOL DISTRICT NO. 81, information submitted in response to this RFQ may be disclosed in response to a Request for Inspection of Public Records submitted pursuant to applicable Arizona Revised Statutes.

Return of Statements of Qualifications

Any documents submitted in response to this Request for Qualifications, or in response to an invitation to participate in Interviews, become the property of the NADABURG UNIFIED SCHOOL DISTRICT NO. 81, and will not be returned.

NADABURG UNIFIED SCHOOL DISTRICT NO. 81
OWNER MOUNTAINSIDE HIGH SCHOOL

Addendum Acknowledgement Form

Failure to provide a valid signature shall result in the rejection of the Statement of Qualifications.

addendum number

dated

addendum number

dated

addendum number

dated

addendum number

dated

addendum number

dated

(firm)

(individual)

(signature)

(date)