



# Evaline School

## REQUEST FOR QUALIFICATIONS EVALINE SCHOOL DISTRICT NO. 36

FOR ARCHITECTURAL SERVICES INCLUDING STUDY & SURVEY, MODERNIZATION & OTHER CAPITAL PROJECTS, for  
EVALINE SCHOOL DISTRICT

**SUBMITTAL DUE DATE: April 16<sup>th</sup>, 2026, 2:00 p.m.**

### **Introduction**

Evaline School District, in accordance with chapter 39.80 RCW is requesting Statements of Qualifications (SOQ) and other performance related information from firms interested in providing Architectural Services for a small rural grant modernization capital project. Firms responding to this solicitation shall provide evidence of their qualifications based upon the required Submittal Content outlined below. The full RFQ will be available on the district website found at <https://www.evalinesd.k12.wa.us/>.

### **Project Summary**

The Evaline School District intends to modernize their current school including structural upgrades, MEP upgrades and new architectural finishes. It is anticipated that the project will be a traditional design-bid-build with project completion at the end of summer 2029.

Study and survey – To support future modernization of school facilities as funded by OSPI Small District Modernization Grant.

### **Project Award**

Consulting agreements may be awarded to the firm offering the best qualifications and local experience as judged by the Evaline School District selection committee. The district holds the right to make the selection without interview, however if district requires A/E interviews, these will be held in April of 2026. Selection committee questions may be asked by submitting firms via e-mail no later than April 9<sup>th</sup>, 2026. The District anticipates selection of these in May 2026.

In depth review and evaluation of final candidates will be conducted by the Evaline School District Selection Committee. This evaluation may include, but not be limited to, review of references, review of past projects, past project visitations, potential interviews, and review of additional requests for information sent to final candidates. Selection committee questions may be asked of submitting firms via e-mail or phone and/or video conference during the selection committee review process.

Upon completion of the professional consulting services evaluation process, the Evaline School District may recommend the top candidates to the Board of Directors for further review and final contract approval.

The School District anticipates selection of the design team in May of 2026, and anticipates the work to proceed immediately upon award.

The School District shall have the right to modify the selection process; waive any informality and irregularity; select without interview, and/or make a selection, which in its judgment, is in its own best interest. The School District reserves the right to retain the same architect for future modernization projects.

## **Qualification Submittal Requirements**

All individuals and firms, including minority and women-owned firms, who are lawfully engaged in the practice of architecture under Chapter 18 of the RCW are encouraged to apply. Professional firms interested in providing services as described above to the School District must:

- Submit an electronic document via e-mail only indicating previous public-school experience, including work related to major modernizations. A firm's Statement of Qualifications shall be limited to twenty (20), single sided, or ten (10) printed on both sides 8 1/2 x 11-inch sheets, not including a cover page. All Qualifications shall be submitted no later than **April 16<sup>th</sup>, 2026, 2:00PM PT to:**

**Andrew Twyman**  
**andrew.twyman@esd112.org**

**Drew Pearson**  
**drew.pearson@esd112.org**

**Manuel Saldivar-Aguirre**  
**manuel.saldivar-aguirre@esd112.org**

**Robert Musial**  
**robert.musial@esd112.org**

**Documents received after the designated date and time will not be considered.**

Each submittal must include:

1. A letter of introduction. Please include the firm's strategy in how you will provide outstanding project coordination and communications with the Evaline School District and its representatives.
2. A listing of your firm and team's experience with performing services for public works projects specifically those involving small rural district school sites.
3. An organizational chart and summary resumes of key personnel and/or consultants assigned to the project including the project manager.
4. Examples of three previous projects and current client names with contact information for the projects cited. No limitation on years since completion. The District is particularly interested in the breadth and depth of the firm's successful experience with challenging renovation projects, including seismic upgrades with phased construction in an occupied school inside the Pacific Northwest.
5. Provide a list of immediate "must haves" from the Owner to enhance project delivery and timelines.
6. Describe attributes that distinguish your firm from other firms offering similar services and how selecting your firm will specifically benefit the Evaline School District.
7. Familiarity with small rural schools and have a strong tradition like Evaline School District.

Submittal evaluation by the selection committee will involve an equal weighted ranking of the following criteria:

1. Review of each of the seven (7) items noted above in submittal requirements.
2. Demonstrated experience working with school district project design, planning and construction that requires on time and on budget deliverables.

### **Questions**

All questions and requests for information pertaining to this project are asked to be directed in writing to Andy Twyman, Manny Saldivar-Aguirre and Robert Musial of ESD 112 Construction Services Group [andrew.twyman@esd112.org](mailto:andrew.twyman@esd112.org), [drew.pearson@esd112.org](mailto:drew.pearson@esd112.org), [manuel.saldivar-aguirre@esd112.org](mailto:manuel.saldivar-aguirre@esd112.org), and [robert.musial@esd112.org](mailto:robert.musial@esd112.org).

The district reserves the right to reject any qualifications not in compliance with all prescribed public procedures and requirements and to waive informalities in this qualification's response process.

### **Tentative Selection Timeline**

April 2 <sup>nd</sup> , 2026	First Advertisement
April 9 <sup>th</sup> , 2026	Second Advertisement
April 9 <sup>th</sup> , 2026	A/E Questions
April 16 <sup>th</sup> , 2026	Statements of Qualifications Due by 2:00pm
May 2026	Notify successful firm

### **Anticipated Architectural Services May Include**

The following services are generally anticipated and will be consistent with AIA B103 Basic Services, as modified by the district, which will be the basis for the agreement between the Architect and the District. Additional and/or Optional Services will be negotiated as required.

- Study and Survey in support with D-Form process.
- Development of Design Work Plan and Milestone Timeline based on Program Master Schedule.
- Development of Educational Specifications to support the district's educational goals for the project with new spaces or significant remodeling of spaces per WAC 392-342-015.
- Site analysis and design of topography, utilities, site surface improvements, landscaping, transportation/parking, pedestrian flow on project sites that require new construction for site improvements.
- Coordination and conformance with local, state and federal permitting and entitlement agencies.
- Condition evaluation of existing building systems and spaces.
- Participation in the Owner's Value Engineering Studies, Constructability Reviews, and Building Commissioning per WAC 180-27-080.
- Architectural and Engineering Services may include civil, landscape, architectural, structural, electrical, and mechanical (HVAC and plumbing) design. Specialty design including but not limited to acoustical engineering, food service design, data networks, communications, security, and audiovisual systems.
- WSSP and energy analysis and conformance with the Washington State Energy Code.
- Development of contract construction documents including multi-discipline plan/section/detail drawings and specifications; bidding documents and instructions including general and special terms and conditions.

- Independent estimates of direct construction costs.
- Bidding/Award assistance.
- Construction Administration including construction observation to ensure conformance to the design intent, review and approval of submittals and shop drawings, interpreting and clarifying design documents, issuance of construction change documents, review and approval of constructions progress payments, issuance of punch lists.
- Project closeout including scheduling of owner training, assembly of operation and maintenance manuals, review of warranties and issuance of closeout documents including Certificates of Substantial completion and Final Completion.

Services beyond those described in this RFQ may be required by the district.

End of Request for Qualifications

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