

Request for Qualifications (RFQ) for Professional Consultant Services – Capital Improvement Projects

Owner Lopez Island School District, No. 144
86 School Road
Lopez Island, WA 98261

Submittal Time / Date April 15, 2015 at 4:00 P.M. (*electronically, via email only*)

Submit To Jennifer Everett, Project Manager
The Robinson Company
Address: 101 Stewart Street, Suite 925, Seattle, WA 98101
Telephone: (206) 441-8872
Email: jeverett@robinson-co.com

Lopez Island School District No. 144 is requesting qualifications for professional consultant services from interested firms for various Capital Improvement projects on Lopez Island. The project timeline is as follows:

- Pre-Design: Currently underway
- Estimated Construction Start: June 2016
- Estimated Construction Completion: August 2017

Interested firms with recent experience in the following disciplines are requested to submit qualifications, separately or together:

- **Land Surveying**
- **Geotechnical Investigation**
- **Hazardous Material Consulting**
- **Constructability Review**
- **Value Engineering**
- **Testing & Inspections**
- **Commissioning**

Services include those which fall under RCW 39.80 – Contracts for Architectural and Engineering Services.

In order to be considered, interested firms shall submit their qualifications including the following:

- Cover Letter,
- Firm background and qualifications,
- Experience with public school districts,
- A minimum of four (4) public school references with names and phone numbers of references,
- Resumes of key individuals providing service, including project specific information,

- Availability to commence work immediately.

The qualifications package shall be submitted via email by PDF electronic format only and shall be limited to fifteen (15) 8.5" x 11" pages including the cover letter. Faxed or mailed copies will not be accepted.

All questions shall be directed to Jennifer Everett at The Robinson Company via email (jeverett@robinson-co.com).

Lopez Island School District will review all applicant submittals and select the most qualified firm with which to negotiate a mutually agreeable fee for the anticipated scope of work based on project requirements.

This is not a request for proposal. Following the evaluation of the submittals, the School District will select the most highly qualified firm for the services required.