

**REQUEST FOR QUALIFICATIONS**  
**RFQ**  
**Architect Selection**  
**Elementary School Project at the W.B. Wicker Site**  
**Sanford, North Carolina**

It is the Owner's intention to select an architect for the design of the W.B. Wicker Elementary School project, consisting of a new school and cafeteria; and renovation of existing educational facilities, gymnasium and auditorium.

Firms wishing to be considered for this project are requested to submit answers to the outlined criteria in the attached document. Qualifications will be received until 5:00 p.m., Tuesday, March 28, 2017, in the Lee County Board of Education Office located at 106 Gordon Street, Sanford, North Carolina 27330. The requests will be received by the receptionist and should be sent to the attention of Dr. Jim Atkinson, Assistant Superintendent for Auxiliary Services. You may also e-mail the qualifications to [jatkinson@lee.k12.nc.us](mailto:jatkinson@lee.k12.nc.us) by the aforementioned date and time.

The Owner desires to construct an elementary school in the Sanford City area of Lee County that will house between 900 and 1,000 PK-5 elementary grade children and staff. The building should be consistent in quality with recently constructed Lee County Schools and should provide a minimum of 50 years service. The site is also part of the National Register of Historic Places. The Owner's proposed budget for the project is approximately 20 million dollars.

For further information please contact Dr. Jim Atkinson by e-mail or (919) 774-6226 (w) or (919) 770-7478 (c).

**Lee County Schools  
Lee County Board of Education  
106 Gordon Street  
Sanford, NC 27330**

**REQUEST FOR ARCHITECT QUALIFICATIONS  
(Elementary School at the W.B. Wicker Site)**

The following criteria will be used to select a firm for the project. Please address the following in your submissions:

**1. Expertise and past performance in School Projects:**

- How many new elementary school projects has your firm completed? \_\_\_\_\_
- On your last three (3) projects over \$15M, what was your last budget estimates compared to the actual bid prices, not the contract award amounts (% difference)? \_\_\_\_\_
- What was the percentage of Errors & Omissions change orders compared to the initial bid for your last three (3) projects over \$15M? \_\_\_\_\_
- Have you had any legal issues or major technical issues on any of your projects (Yes/No)? \_\_\_\_\_  
If yes, please include an explanation.
- What was the number of bid addenda on your last three (3) projects over \$15M?
- Describe your experience in determining life cycle and ultimate selection of building components and systems:

**2. Staffing and proposed design team for the project:**

- Number of architects in your firm: \_\_\_\_\_
- List proposed design team with a summary of their education background, professional registration, years of experience and direct experience with elementary school projects:
- List your proposed **MEP**, Site, Civil and Structural Consultants:
- What is your current workload?
- What is the average percentage of **MBE** participation for sub-consultants on your last three (3) projects over \$15M?
- Describe your experience with Building Information Modeling (BIM):
- Include any Letters of Recommendation that you desire:

**3. Proximity to, and familiarity with, the areas where the projects will be located:**

- Are you familiar with Lee County and North Carolina building codes and ordinances (Yes/No)? \_\_\_\_\_
- What is the location of your closest office to Sanford, NC?
- How many projects over \$15M, including schools, have you completed in Lee, Harnett, Cumberland, Johnston and Wake Counties? \_\_\_\_\_

**4. Sustainability in school design:**

- Describe your design strategy to achieve optimal energy and water efficiency and any other sustainable features:
- List any awards, recognitions or professional acknowledgements you've received for sustainable design:

**5. Miscellaneous**

- Provide a list of all PK-5 projects completed in the last seven (7) years in North Carolina.
- Describe your recent experience with project cost control and maintaining design schedules.
- Please provide examples of how your organization communicates with stakeholder groups during the design process.
- Describe your approach to working with the client/owner during the design and construction process.
- Describe your experience with renovations and new construction associated with schools/sites on the National Register of Historic Places.

I certify that the preceding and referenced information is accurate to the best of my knowledge and belief.

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Name

Date

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Title