

Request for Qualifications
For
Engineering/Design Consultants/Services
(RFQ) 4.2022
Totem Middle School – Seismic Retrofit Main
Office/Library Building
Marysville School District #25
Project:

Marysville School District #25 is seeking qualified engineering/design consultants to submit qualifications and associated supporting materials for a seismic retrofit project at Totem Middle School 1605 7th ST. Marysville, WA 98270. The district has been awarded a Seismic Retrofit Planning grant from the Office of Superintendent of Public Instruction (OSPI). This funding is to develop a comprehensive final concept-level seismic retrofit design of Totem Middle School Main Office/Library Building. If the design is approved by the OSPI School Seismic Committee, the district will be awarded additional funding to complete the retrofit.

The successful firm will exhibit the experience working with School Districts on retrofit projects. The project will require meeting all of OSPI's grant funding requirements. Once a firm is selected, it is the Districts intention to move forward immediately in selecting a firm for the Totem retrofit project.

All submittals must be received on or before 2:00 P.M. on Monday, October 24th, 2022.

Project Summary:

The Marysville School District #25 has been awarded a Seismic Retrofit Planning grant award to develop a comprehensive final concept-level seismic retrofit design of the Totem Middle School Main Office/Library Building. As part of the grant process, a seismic evaluation was conducted and retrofit concepts were developed as well as estimated construction costs. The next step in this process is to secure professional support to review/modify/finalize the mitigation plan, develop necessary construction specifications and documents and assist the district in managing the project to completion. Upon submittal and approval, the retrofit design by the OSPI School Seismic Committee, the district will be awarded funding to complete the retrofit.

The Totem Middle School Main Office/Library Building is a single-story, rectangular, 22,000 square-foot stack-bond concrete masonry structure with a wood-framed roof originally constructed in 1966. The western half of the library at the northwest corner of the building was constructed in 1962 of similar construction. The building features multiple classrooms, a science lab, a library and various administrative spaces on either side of a 14-foot corridor that runs lengthwise down the middle of the building. The roof framing system consists primarily of wood sheathing supported by open-web wood joists with metal webs spanning from exterior walls to interior corridor walls. The lateral system consists of plywood roof diaphragms, concrete masonry unit (CMU) shear walls, and plywood-sheathed wood shear walls.

The structural seismic evaluation indicated that the building has multiple seismic deficiencies; the most susceptible ones being out-of-plane wall anchorage and bracing, continuous diaphragm cross-ties, wood ledgers susceptible to cross-grain bending, and double-wythe exterior masonry walls around the library.

Conceptual seismic upgrade recommendations for the structural systems are provided to improve the performance of the building to meet the designated performance criteria of ASCE 41-17. Sketches for the concept-level seismic upgrades are provided in Appendix (A). The structural upgrades include strong backing of the masonry cavity walls in the library, out-of-plane wall anchorage and bracing for the exterior and interior masonry walls, plywood roof sheathing over the library, and adding plywood to select wood-framed partitions to become

shear walls. The recommendations for nonstructural upgrades are to further investigate the integrated ceiling system and lighting fixtures in the main corridor to mitigate the risk of obstructions impeding the paths of egress as students and faculty evacuate the building following a seismic event.

Project Schedule:

Design work and contract bidding to proceed as soon as possible. Target completion is Summer 2023. May extend into Fall 2023 if needed.

Services to be Provided:

- Design and engineering services, including document research, field investigation, review of existing evaluation and retrofit concepts and design calculations.
- Conduct destructive testing as needed to verify condition, construction type and reinforcement present.
- Hazardous materials assessment of the site as required for demolition/construction work.
- Production of plans, specifications, and documents for construction bidding.
- Formal bidding of project following applicable state and federal bid laws and requirements.
- Participation in review of bids and selection of construction company.
- Oversight and inspections during construction and approval of completed project.
- Assistance with permitting and other regulatory requirements as needed.
- Assistance with Federal/FEMA grant management and processing.

Scope of Work:

Discovery: Review and analysis of existing facility evaluations, as-built plans and other available documents. Field investigations and testing as needed.

Design Phase: Development of project schedule and budget. Work with District to develop retrofit design for review and approval, including design calculations and drawings. Development of construction documents and specifications for bidding.

Bidding: Prepare bid documentation and provide District with assistance during the bid process.

Construction Administration: Assist District staff during construction process as needed including final closeout of project.

Contact and Inspection:

Interested parties should contact Gregg Kuehn, Director of Risk Management/Facilities Maintenance, Marysville School District #25, to schedule a time to view the facility. An on-site facility tour is required as part of the proposal submission process. The site visit is scheduled for October 12th, 2022 @ 3:30 PM at Totem Middle School in the Library located at 1605 7th St., Marysville, WA 98270.

Proposal Submission:

Proposals to be submitted in paper or electronic form by Monday, October 24th, 2022, 2:00 p.m. to:

Gregg Kuehn
Marysville School District #25
4220 80th St NE
Marysville, WA 98270
360-965-0106 / purchasing@msd25.org

Each firm submitting a proposal should include, but not be limited to, the following:

- Name of firm and location of offices.
- Contact person, phone number, mailing and email address.
- Statement of qualifications, including a brief history of the firm, key personnel and range of services offered.
- Years of experience providing architectural/engineering services in the public sector.
- A statement of prior experience/qualifications with seismic retrofit and structural design.
- A statement of prior experience working on federal grant funded projects.
- Identify any portion of the scope of work that would be subcontracted. Include subcontracting firm qualifications and contact information.
- Financial proposal regarding the architectural and engineering costs and fees, consistent with WA state bid laws and requirements.
- At least three (3) clients who may be contacted for references.
- Indicate present level of professional and general liability and other insurance coverage.
- Proposed project production schedule showing critical dates and other information in sufficient detail for the selection committee to determine the feasibility of the time frames indicated.

Evaluation and Selection Criteria:

The District will evaluate each RFQ submitted based on responsiveness to the project's needs. The District will take into account the estimated value, the project scope and complexity, as well as the professional nature of the services to be rendered. If the District recommends the award of a contract, the District will recommend the award of contract to the firm who is responsive to all administrative and technical requirements of the RFQ,

who has demonstrated competence and qualifications of the type of services required, and who receives the highest rating based upon the competence and professional qualifications to perform the services required.

Evaluation criteria shall also include:

- Competence to perform the required services as reflected by technical training and education of key staff, general experience, experience in providing the required services, and the qualifications and competence of persons who would be assigned to perform the services.
- Ability to perform the services as reflected by workload and the availability of adequate personnel, financial resources, equipment, and facilities to perform the services expeditiously and within the required timeline.
- Past performance as reflected by the evaluation of others who have retained the services of the firm with respect to factors such as control of costs, quality of work, and an ability to meet deadlines.
- Understanding of project scope.
- Ability to meet desired schedule.
- References.

If necessary, the top ranked firms may be invited to an interview with District staff. The District will notify all firms that submit RFQs of the evaluation results.

Other Requirements / General Information:

- See Terms and Conditions document (attached).
- All RFQs become the property of the District upon submission.
- This RFQ does not commit the District to select a consultant/firm, to pay any costs incurred in the preparation of the RFQ or to produce or contract for services. The District reserves the right to accept or reject any or all RFQs received as a result of this request.

- All inquiries concerning the RFQ shall be directed to:

Gregg Kuehn
Marysville School District #25
4220 80th St NE
Marysville, WA 98270
360-965-0106 / purchasing@msd25.org

- The District reserves the right to amend this RFQ by Addendum.

- ***Additional Documents:***

Addendum "A"

Seismic upgrades concept design report – Totem Middle School

