

# Mercer Island School District No. 400

## Long Range Facilities Master Plan

### Request for Qualifications

#### Ad Run in DJC on March 20, 2019

Statements of Qualifications due by April 19, 2019, 4:00 PM

Mercer Island School District (MISD) is seeking a qualified architectural firm to provide planning services associated with the development of MISD's Long-Range Facilities Plan as guide for future MISD facility and grounds design, construction, and maintenance work.

Interested firms can access the full RFQ and SOQ submittal instructions, along with additional background information on the MISD facilities at: <https://www.mercerislandschools.org/Page/15459>.

Please contact MISD's Owner's Rep, Brandy Fox, at 206-949-4135, or [Brandy@CPMSeattle.com](mailto:Brandy@CPMSeattle.com) with questions.

#### Additional RFO Information

The scope of this effort may include:

- Analysis of educational adequacy
- Building systems evaluation
- Preparation for and facilitation of committee meetings to include board members, student(s), community representatives, and district personnel
- Gathering of staff and community input
- Review of enrollment and population projections
- Review of financing strategies
- Preparation of the Long-Range Facilities Plan including prioritized recommendations and estimated costs
- Completion of the Study and Survey

It is anticipated this work will begin in the fall of 2019 with completion of a Long-Range Facilities Plan by fall of 2020.

Submission of 3 hard copies and one electronic copy of the Statement of Qualifications, along with 2 example plans (1 hard copy and 1 electronic copy of each), is due by 4:00 PM on April 19, 2019. Address your firm's submittal to Ty Bergstrom, Executive Director of Finance, Mercer Island School District, 4160 86<sup>th</sup> Avenue SE, Mercer Island, WA 98040.

Selection for this RFQ is subject to all applicable laws and policies. The participation of women and minority-owned firms is encouraged.

Dates of publication in Seattle Daily Journal of Commerce: March 20, 2019  
March 27, 2019

### Statement of Qualifications – Submittal Details

MISD asks that your firm's Statement of Qualifications include the following:

- A letter of interest
- Key team member resumes
- School planning and design experience for the firm and for key team members
- A list of previous clients your firm has worked with on long range facilities planning, along with a narrative describing the process, schedule, and outcome
- A narrative describing how your firm would approach this planning effort along with what elements your firm believes are important to producing a successful plan
- A case study and details of previous community and student outreach and involvement in the long range planning process
- Client references for the firm and its key team members including a narrative of the work provided for the client along with their telephone and email contact information
- 2 different examples of Long-Range Facility Plans your firm has produced for other clients. Please provide 1 printed copy and 1 electronic file for each of these examples.

MISD will screen all SOQ's received and create a short list for interviews. The interview will likely include a presentation by the firm as well as a Q&A session. It is anticipated that firms will be notified of the shortlist in early May 2019, interviews will occur in early June 2019, and a final selection is anticipated by the end of the month.

Following successful negotiation of the scope of work, schedule, and fee, MISD will enter into a contract with the consultant for services. Until execution of a contract, MISD expressly reserves the right to cease negotiations with the consultant, select another consultant through this RFQ process, delay, or cancel the selection process.

## **Background Information**

In February 2014, MISD passed a \$98.8M bond focused on addressing capacity issues at the elementary, middle, and high school levels. That work is complete. Although the district does not foresee another bond in the near future, it would like to develop a Long-Range Facility Plan to assist with decision making.

MISD's enrollment for the 2018-19 school year is 4,439 students:

Grades K-5:	1,772 students
Lakeridge:	463 students
Island Park:	399 students
West Mercer:	478 students
Northwood:	432 students
Grades 6-8:	1,137 students
Islander Middle School	
Grades 9-12:	1,530 students (includes 49 Running Start students)
Mercer Island High School	

MISD's projected enrollment remains relatively level based on current cohort data. With increasing development on Mercer Island, however, through continual conversion of large, single family lots to

multiple homes, and the addition of the 2023 Sound Transit Light Rail Station and subsequent development, enrollment projections may change.

MISD's facilities consist of:

Lakeridge Elementary	Crest Learning Center (Alternative High School)
Island Park Elementary	Administration Building
West Mercer Elementary	Bus Lot and Maintenance Buildings
Northwood Elementary	Mary Wayte Pool
Islander Middle School	
Mercer Island High School	

Lakeridge, Island Park, and West Mercer Elementary Schools were built in 1953, 1956, and 1964 respectively. Each received extensive overbuilds and renovations in 1995. Northwood Elementary was constructed in 2015/16.

Islander Middle School was originally constructed in 1958. It received an overbuild and minor improvements in 1993 along with a small addition to the 300 building in 1999. In 2015/16, approximately half of the educational space was replaced with a new building that includes the Commons, Gyms, Music Wing, Library, 12 Classrooms and the school's Administration office.

Mercer Island High School was originally constructed in 1955 and received extensive overbuilds, renovations, some demolition, and additions in 1996/97. A new music addition was completed in 2012, and 3 small additions were added to each of the classroom wings in 2014. The 2014 additions provided 4 STEM and 6 general purpose classrooms.

No significant work has been done on Crest Learning Center, built in 1997, or the Administration Building, built in 1965, since they were originally constructed. MISD also owns property on the south end of the island that sits between Lakeridge Elementary and Islander Middle School that is improved as community ball fields and it is part of an interlocal agreement between the city and the district.

MISD filed a Study and Survey with OSPI in 2009. In anticipation of updating that document, MISD worked with BLRB to complete the Building Condition Assessment (BCA) for all MISD facilities in 2018. The architectural firm selected through this RFQ process will complete the Study and Survey Document for the district and incorporate the BCA.

The following documents are posted for reference on MISD's website, under the link provided in the RFP.

- 2009 Study & Survey
- 2018 Enrollment Update
- 2018 Building Condition Assessment by BLRB