

EXECUTIVE SUMMARY

Approve Authorization to Advertise for Design Services for West Hollywood Elementary School and Approve the RFQ Form and Authorize the Professional Services Agreement (PSA) Form – RFQ 17-064C

PROJECT OVERVIEW:

Type of Contract:	Professional Services Agreement (PSA)
Architect:	TBD
Notice to Proceed Date:	Planned date based on August 16, 2016 approval
Budget:	See below

GENERAL OVERVIEW:

This item is for Board approval of the Authorization to Advertise the Request for Qualifications (RFQ) for Professional Design Services for the design of the project; approval of the RFQ Form; and approval of the Professional Services Agreement Form, RFQ 17-064C. The RFQ is designed to have the Qualification Selection Evaluation Committee (“QSEC”) select the top ranked firm. Upon QSEC’s recommendation, a Board item shall be submitted to the Board with a recommendation to award the Design package to the successful Design firm.

The following project scope was approved in the September 8, 2015 Adopted District Educational Facilities Plan and in the District’s Capital Budget.

West Hollywood Elementary School Total Funds Allocated for Project Scope Included is \$2,679,000 and Includes Soft Costs:

Provide Professional Design Services for West Hollywood Elementary School

Design Professional shall develop a complete set of design documents that can be permitted for construction along with construction contract administration services. The design documents scope for this project includes, but not limited to, fire alarm, HVAC improvements, building envelope improvements and other items that may be required to execute the Board approved scope.

Remaining Board approved SMART Program Scope:

School Choice Enhancement is being managed separately by Heery International.

Wireless network upgrades, CAT 6 data port upgrade and additional computers to close computer gap are being managed separately by the District’s Information & Technology Department.