

**EXECUTIVE SUMMARY**

**Approve Authorization to Advertise for Design Services for Charles Drew Elementary School and  
Approve the RFQ Form and Authorize the Professional Services Agreement (PSA) Form –  
RFQ 17-074C**

**PROJECT OVERVIEW:**

<b>Type of Contract:</b>	<b>Professional Services Agreement (PSA)</b>
<b>Architect:</b>	<b>TBD</b>
<b>Authorization to Proceed Date:</b>	<b>TBD</b>
<b>Budget:</b>	<b>See below</b>

**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 17-074C. 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.

**Charles Drew Elementary School Total Funding Allocated for Project Scope Included is \$3,017,000 and Includes Soft Costs:**

**Provide Professional Design Services for Charles Drew 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 is not limited to, fire sprinklers, fire alarm, HVAC improvements, building envelope improvements, and other items that may be required to execute the Board approved scope.

A Design/Bid/Build delivery method is recommended for this project. This recommendation is based on project specific considerations that included budget, design, schedule and risk assessment.

Remaining Board approved SMART Program Scope:

School Choice Enhancement is being managed separately by Heery International.

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