

**Lakewood School District #306**

**ADVERTISEMENT FOR CONSTRUCTION INSPECTION AND TESTING SERVICES**

New Lakewood High School

The Lakewood School District #306 requests interested construction inspection and testing services engineering firms to submit written statements of qualification on or before 4:30 p.m. on March 21, 2016, for consideration in the selection of construction inspection and testing services for the above project.

The scope of work will include, without limitation, the following:

- Inspection and testing of cast-in-place concrete
- Inspection and testing of masonry work
- Inspection and testing of structural steel and associated welds
- Other construction inspection and testing

Interested engineering firms will submit information in response to the Request for Proposal (RFP) that will be evaluated based on factors including: the content and quality of proposal, experience, performance on past projects, responsiveness, coordination, supervision and production capability, personnel assigned to the project, consultants assigned to the project, ability to meet schedule, references, and other factors the Lakewood School District #306 wishes to take into consideration.

Four (4) copies of the proposal shall be submitted to Dr. Michael P. Mack, Superintendent, Lakewood School District #306, 17110 16th Drive NE, Marysville, WA 98271 on or before 4:30 p.m. on March 21, 2016.

All questions and requests for information pertaining to this project shall be directed to Laura Brent via email at [lbrent@lwsd.wednet.edu](mailto:lbrent@lwsd.wednet.edu). Certain forms and other information may be found at the Lakewood School District's website at [www.lwsd.wednet.edu](http://www.lwsd.wednet.edu). Construction Documents for the project can be viewed at the Builders' Exchange of Washington website, [www.bxwa.com](http://www.bxwa.com).

**Lakewood School District #306**

**REQUEST FOR PROPOSAL FOR  
CONSTRUCTION TESTING AND INSPECTION SERVICES**

**I. PROJECT INFORMATION**

- A. **Name:** New Lakewood High School
- B. **Location:** Arlington, WA
- C. **Facility Descriptions and Schedules:** The project consists of the construction of a new 2-story building of approximately 160,922 square feet plus site work, landscaping and demolition of the existing high school (Buildings A, B, and C). Substantial completion is no later than July 28, 2017. Work at the football field and track shall be complete by August 1, 2016. Existing building demolition will proceed when the new building is approved for occupancy for the beginning of school in September 2017.

**II. GENERAL SCOPE OF SERVICES**

General scope of services required by the selected engineering firm shall be as follows:

Documents for this Project can be viewed at the Builders' Exchange of Washington website, [www.bxwa.com](http://www.bxwa.com), under Posted Projects/Public Works/Education/Lakewood School District/Projects Bidding. Specifications and Notes on Drawings provide information on testing and inspection standards and methods. Testing and Inspection services include the following general areas:

Cast-in-Place Concrete

- Formwork and Reinforcing Placement
- Concrete Placement (including slump tests and air content)
- Compression Tests
- Floor Flatness (slabs-on-grade)
- Concrete Slab Moisture Content/Emissions

Structural Masonry

- Inspections
- Prism Tests
- Grout/Mortar Compression

Masonry Veneer

Structural Steel

- Fabrication Shop Inspections
- Structural Steel Erection (framing and metal decking)

Field Welding  
NDE/UT Testing

Cold-Formed Steel Framing

Fire-Resistant Materials

Anchorage and Bracing of:

Gas piping and gas-fired equipment  
Fire sprinkler system and fire pump  
Emergency and Standby Power Systems  
Suspended ceilings

Administrative:

Preconstruction Meetings  
Sample Pickup  
Report Reviews

### III. ENGINEERING FIRM REQUIREMENTS

Engineering firms shall comply with the following requirements to be considered for selection. Proposals submitted by firms failing to meet these requirements shall be considered non-responsive:

- A. **State of Washington License:** Engineering firm shall be licensed to practice in the State of Washington in accordance with Chapter 18.43 RCW.
- B. **Office Location:** Local office providing services shall be located within a two-hour drive from Lakewood High School, 17023 11th Avenue NE, Arlington, WA.
- C. **School Experience:** Local office performing work shall have provided similar services for at least two similar school projects in the State of Washington within the past five years.
- D. **Professional Liability Insurance:** Engineering firm shall carry and plan to maintain a minimum of \$1,000,000 professional liability insurance coverage. This level of coverage shall be provided at no additional cost to the School District.
- E. **Schedule Compliance:** Engineering firm shall be capable of meeting the Project Schedule and shall have the resources available to begin and complete work as identified in the Project Schedule.

### IV. PROPOSAL REQUIREMENTS

Prepare and submit proposals as described below:

**A. Format and Submittal Information:**

1. Submit a single proposal and specify projects of interest.
2. Proposal shall comply with all requirements and provide all information identified in this Request for Proposal document. Proposals found to be incomplete or failing to comply with these requirements may be considered non-responsive.
3. Proposals, including attachments, shall not exceed 20 pages plus Project History forms.
4. Submit proposals in an 8½" x 11" format.
5. Provide information as identified in the following section titled **Proposal Contents**. Prepare proposals according to the sequence and format identified in this section. Include Table of Contents.
6. Four (4) copies of the proposal shall be submitted to Dr. Michael P. Mack, Superintendent, Lakewood School District #306, 17110 16th Drive NE, Marysville, WA 98271 on or before 4:30 p.m. on March 21, 2016.
7. All proposals submitted will remain the property of Lakewood School District #306 and not be returned.

**B. Proposal Contents:**

1. Confirmation of Engineering Firm Requirements

Provide the following information to confirm compliance with engineering firm requirements established in the Request for Proposal:

- a. State of Washington License: Confirm engineering firm is licensed to practice in the State of Washington in accordance with Chapter 18.43 RCW.
- b. Office Location: Confirm the local office performing the work is located within a two-hour drive from the Lakewood High School. Identify distance between office and Lakewood High School.
- c. School Experience: Confirm engineering firm has performed similar services at a similar school facility in the State of Washington within the past five years. Identify the number of schools that firm has provided construction inspection and testing services for during this time period.

- d. Professional Liability Insurance: Confirm engineering firm carries a minimum of \$1,000,000 professional liability insurance and plans to maintain this level of coverage at no additional cost to the School District.
- e. Schedule Compliance: Confirm engineering firm shall be capable of meeting the Project Schedule and shall have the resources available to begin and complete work as identified in the Project Schedule.

2. Engineering Firm Information

Provide the following information about the engineering firm:

- a. Name and Address: Identify name of firm and address of local office performing the work.
- b. Number and Type of Employees: Identify total number of employees working at the local office performing the work and the total number of individuals licensed to practice engineering in the State of Washington. Also, identify whether the employee is principal, project manager, designer, draftsman, clerical, or other type of employee.
- c. Firm History and Information: Provide brief history and general information about firm.
- d. Recent Project History: List all school construction projects where similar services were performed by the local office over the past five years with a construction value exceeding \$1,000,000. Failure to provide this information for all applicable projects may result in the proposal being considered non-responsive.
- e. Identify Personnel Proposed to be Assigned to Project: Identify name and office address of each person proposed to be assigned to the project.
- f. Special Qualifications: Identify attributes that make the engineering firm well qualified for the project.

**V. ENGINEERING FIRM SELECTION PROCESS**

- A. The following information identifies the process to be used by Lakewood School District #306 in the review and selection of an engineering firm for the project:
  - 1. To be considered, an engineering firm must submit a proposal that provides all information and complies with all requirements of the Request for Proposal document.

2. To be considered, four (4) copies of the proposal shall be submitted to Dr. Michael P. Mack, Superintendent, Lakewood School District #306, 17110 16th Drive NE, Marysville, WA 98271 on or before 4:30 p.m. on March 21, 2016.
  3. Proposal will be reviewed by members of the Lakewood School District #306 administration. Based upon this review, final candidates will be identified. There is no minimum or maximum number of final candidates eligible for consideration, but the School District intends that the number will not exceed two. Final candidates shall be those considered to be most highly qualified to perform the services required.
  4. Engineering firms shall be evaluated based upon content and quality of proposal, experience, performance on past projects, responsiveness, coordination, supervision and production capability, ability to meet schedule, references, proposed personnel and other factors Lakewood School District #306 wishes to take into consideration.
  5. In-depth review and evaluation of final candidates shall be conducted by a committee consisting of members of the Lakewood School District #306 administration. This evaluation may include, but not be limited to, review of references, review of past projects, office visitations, personal interviews, and review of additional questions and requests for information sent to final candidates.
  6. Upon completion of the engineering firm evaluation process, the committee shall recommend top candidates to the Board of Directors for further review and final selection.
  7. Final selection is scheduled for March 23, 2016.
- B. Lakewood School District #306 shall have the right to modify the selection process; waive any informality and irregularity; and make a selection, which, in its judgment, is in its own best interest.

## **VI. QUESTIONS**

All questions and requests for information pertaining to this project shall be directed to Laura Brent via email at [lbrent@lwsd.wednet.edu](mailto:lbrent@lwsd.wednet.edu) . Proposals submitted by firms failing to comply with this requirement may be considered nonresponsive.