



Request for STATEMENT OF QUALIFICATIONS (SOQ)

January 9, 2017

Pedestrian and Traffic Improvements

Winston-Salem/ Forsyth County Schools (WSFCS) is soliciting Statement Of Qualifications (SOQ's) from engineering firms for the design of Pedestrian and Traffic Improvements at four (4) campuses. Four separate contracts will be issued for these services. Upon receipt of the SOQ's, a selection committee (appointed by the Superintendent) will short list firms to interview. The number of firms selected to interview is dependent upon the number of submittals received and the scope of services that are provided.

The following projects are included in this request:

- I. **Meadowlark Elementary and Middle School**
Improve traffic flow in and out of campus
- II. **Parkland High School**
Traffic improvements for bus access and pick up/drop off
- III. **Southeast Middle School**
Increase parking capacity and pick up/drop off
- IV. **Wiley Middle School and RJ Reynolds High School**
Improve pedestrian safety around campus, including modifications to Northwest Boulevard

A Transportation & Access Study with Costs Presentation Power Point dated December 8, 2015, with concept plans by Westcott, Small & Associates, PLLC, is enclosed for your reference and consideration.

Should your firm be interested in submitting SOQ's for these services, the following minimum information must be provided in your submittal:

- A letter of interest indicating specifically which projects above your firm is interested in being considered
- Indication of similar experience, with at least five (5) recent projects identified (client, location, project name, construction cost, completion date)
- Proposed staffing for the project(s)
- Indication of methods used by your firm to provide construction budget estimates and cost control
- Design development and estimated construction schedule for the project(s) above in which your firm wishes to be considered
- Contact information for a minimum of four (4) references, at least two (2) of which are Clients/End Users and two (2) of which are licensed Contractors. Provide contact name, company, phone and email address
- Authorization page, signed by an officer of the firm, indicating that the information provided is true and accurate to the best of their knowledge. This page shall also indicate licensure information for the State of North Carolina.

Please limit the submittals to thirty (30) pages (one side only) or fifteen (15) pages (front and back)

Under separate cover from the SOQ's submittal, and as a separate attachment to the electronic submittal, please provide a sample contract that your firm would propose to use as a Form of Agreement between WSFCS and your firm (the contents of this package will not count toward the 30/15 page proposal limitation).

An existing conditions survey (topo and boundary) of the areas affected by the improvements will be provided by WSFCS prior to commencement of design work.

Please provide one (1) digital copy, two (2) originals and two (2) copies in a sealed and marked envelope **no later than 3:00 pm on Thursday February 2, 2017** to:

Winston-Salem/Forsyth County Schools
Facilities and Construction Department
475 Corporate Square Drive
Winston-Salem, NC 27105
Attn: Mr. Colon Moore
wcmoore@wsfcs.k12.nc.us

The information provided will be reviewed by the committee and notification of interviews will be made by Wednesday February 8, 2017. Interviews will be conducted the week of February 13, 2017. Recommendation for the selected design firms is expected to be made at the March 10, 2017 WSFCS Board of Education meeting.

Please indicate intent of providing a proposal and direct any questions regarding this RFQ via email to Mr. Colon Moore at wcmoore@wsfcs.k12.nc.us

Sincerely,



Darrell W. Walker
Assistant Superintendent of Operations
WS/FC Schools

Enclosure:

Transportation & Access Study Power Point, dated 12/8/15