

SAU 70 – DRESDEN, HANOVER & NORWICH SCHOOL DISTRICTS

Jay Badams, Superintendent; Jamie Teague, Business Admin.; Tony Daigle, Facilities Dir.

Overview & Status of Qualifications Request for Upcoming Projects

October 17, 2018: Issuance

The attached notice request was placed on the District website at www.SAU70.org and information regarding the same was advertised in the Valley News, Eagle Times and Rutland Herald. Direct notice of request was also sent to vendors the district administration had met with regarding project possibilities including Siemens, Johnson Controls, Honeywell, First American Education Finance and Energy Efficient Investments.

October 26, 2018: Receipt

We broke down our qualification requests into 4 distinct categories in order to allow for smaller and/or specialty firms the opportunity to respond to specific areas of expertise. The 4 categories include:

1. Planning, Civil Engineering & Permitting
2. Fiscal Assistance
3. Geotechnical Evaluation & Design
4. Energy Consulting

We received Qualification information from the following companies:

Doug Kennedy Advisors - 2
DuBois & King, Inc. – 1, 2, 3 & 4
Energy Efficient Investments – 1, 2 & 4
First American Education Finance – 2 & 4
Honeywell – 1, 2 & 4
Johnson Controls – 1, 2 & 4
Pathways Consulting, LLC – 1, 2 & 3
Sanborn, Head & Associates, Inc. – 1, 2, 3 & 4
Siemens – 1, 2 & 4
Truenergy – 2 & 4

We received communication and inquiries from the following companies:

Fuss & Oneill, Inc.
Banwell Architects
Wisdom & Power, LLC

October 29 – November 6, 2018: Review

Review of immediate project needs including Dresden drainage issue & field upgrade and Norwich Septic repair/replacement to determine vendor and process most suited to current conditions. Review and discussion of qualifications submitted with administration.

November 7, 2018: Conclusion

All of the firms submitting information are extremely talented and qualified to fit our present and upcoming needs. Four of the firms have employees with varying degrees of experience in working with SAU70 and its associated Districts. Five of the firms have employees who are active members of our local towns. As mentioned above our immediate needs are for 2 issues, which over the past 8 months have required us to engage various types of services to maintain compliance and safety. In comparing hourly rates and expenses for the services needed in these 2 projects, we have found some significant differences. At this time, the administration will be engaging Pathways Consulting, LLC to work with us in managing the Planning & Civil Engineering needs to move these 2 projects forward. As these projects mature, we hope and expect to draw on the expertise of others included on this list to round out our team. There are many other projects on the five-year strategic plans in each district that may engage many of the firms on this list in the near future.

11/7/18

REQUEST FOR QUALIFICATIONS FOR GENERAL ENGINEERING SERVICES

The Dresden School District (hereinafter the District), School Administrative Unit (SAU) 70, is seeking is issuing this Request for Qualifications (RFQ) for Qualifications Statements (SOQs) for General Consulting services. Qualifications Statements should be submitted digitally to Jamie Teague, Business Administrator, Dresden School District 41 Lebanon Street, Suite 2, Hanover, NH 0375 at jamieteague@hanovernorwichschools.org on or before Monday, October 22, 2018.

SOQs should not exceed fifty (50) pages, single-sided. Sectional dividers and a cover letter will not be counted toward the maximum number of pages allowed for SOQs. SOQs should include a clear table of contents addressing all requirements of this RFQ. The District reserves the right to reject any or all the SOQs and this RFQ does not commit the District to accept any SOQs, nor does this RFQ obligate the District for any costs associated with the preparation of the SOQ.

The District will afford individuals and firms the opportunity to submit SOQs without discrimination on the basis of race, color, national origin, sex, age, or disabilities. The District will encourage the submission of SOQs by disadvantaged business enterprises (DBEs).

Questions regarding this RFQ should be directed to Jamie Teague at 643-6050 x 2008.

A. Project Description

The District would like to engage firms for a three year contract for on-call services to assist with the following services:

1. Planning, Civil Engineering, and permitting for site projects.
2. Fiscal assistance for existing and future facilities, operation and maintenance, and budgeting.
3. Geotechnical evaluations and designs.
4. Energy consulting.

The District will likely engage at least four separate firms to function in a complimentary fashion with the District to perform the requested on-call services for a period of up to three years. Project and work assignments will vary and depend on the needs of the District of the engagement period. All work pursuant to respective service contracts will be assigned by individual task/purchase orders to be negotiated on an hourly basis based on scope development, budget development, and refinement of the requirements for each project.

B. Scope of Services

District facilities in Norwich, Vermont and Hanover, New Hampshire require ongoing management, stewardship, fiscal budgeting, operation, and modifications. Current District facilities include SAU offices, Hanover High School, Richmond Middle School, Ray School, Marion Cross School, Dresden Recreation Fields, and a number of amenities. On-call services will generally include facility evaluations, planning, budgeting; meetings and presentations; written and graphic presentations; public and regulatory interaction; project implementation; and experience in the Towns of Norwich and Hanover and the States of Vermont and New Hampshire. Specific on-call services are expected to include, but not be limited to, the following:

1. Planning and Civil Engineering

Firms interested in submitting an SOQ for planning and Civil Engineering services will ideally demonstrate capabilities for surveying, planning, landscape architecture, Licensed Designers, Wetland Scientists, Professional Engineers, developing reliable opinions of probable costs (OPCs), and construction personnel with experience in the two Towns and two States that govern District interests.

2. Fiscal Assistance

Firms interested in submitting an SOQ for fiscal assistance will ideally demonstrate capabilities that include working in a team setting to evaluate immediate and long term budget needs to facilitate support for public bond votes and District budgeting, capital improvement and operational budgeting, and assisting District personnel with local and State fiscal requirements.

3. Geotechnical

Firms interested in submitting an SOQ for geotechnical services will ideally demonstrate capabilities that include working in a team setting to evaluate existing and proposed facilities, developing reliable OPCs, developing recommendations and project designs, and assisting with implementation.

4. Energy Consulting.

Firms interested in submitting an SOQ for energy consulting services will ideally demonstrate knowledge of existing facility evaluation, an understanding of public utility connection benefits, knowledge of partnering with local municipalities, planning and design, and implementation of projects.

C. Demonstrated Experience

The District is seeking professional assistance in the context of sustainable principles that center on the notion that living, working, and shopping in a walkable community that embraces stewardship from energy consumption and waste stream to cost to benefit our Towns, States, nation, and global community. In this context, firms submitting SOQs should consider demonstrating:

1. Experience in the District and Region: Interested firms should demonstrate experience with projects in Norwich, Hanover, and the region that encompasses both communities.
2. Local Employment: Interested firms should demonstrate participation by employees/associates who live locally.
3. Hourly Rates and Expenses: Interested firms should indicate the hourly rates of personnel likely to be involved in projects and expenses the District will incur if the firm is engaged.
4. Sub-Consultants: Interested firms should indicated use of sub-consultants, including consideration of the preceding evaluation criteria.
5. Strategic Ability: Interested firms should indicate the firm's abilities relative to the strategic interests of the District.
6. Permitting: Interested firms should indicate experience with local and State regulatory agencies.
7. Public Funding: Interested firms should indicate experience with public funding assistance locally and regionally.

8. Project Experience: Interested firms should indicate local and regional experience with planning, designing, permitting, and developing reliable OPCs for specific projects.

D. SOQ Requirements

Firms interested in on-call services must provide the following information with SOQs:

1. Name of firm.
2. Primary contact for firm.
3. Any sub-consultants with demonstrated experience as outlined previously.
4. Firm experience as outlined previously.
5. Key personnel, location, rates, and experience to assist the District including local and regional experience.
6. Local and State regulatory experience.
7. At least three references that demonstrate local and regional experience.
8. Demonstrating appropriate licensure in Vermont and New Hampshire.

E. Firm Commitment

Interested firms should provide information regarding the following:

1. A statement indicating the firm's capacity to enter into the General Engineering Services Agreement.
2. Staff members who will assist the District.
3. An indication of the Firm's approach to negotiating services for specific projects and tasks.
4. A summary of how the firm will provide Quality Control and Assurance for Professional Services provided on behalf of the District.