



NEW HANOVER COUNTY SCHOOLS

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**Facility Planning & Construction Department
6410 Carolina Beach Road
Wilmington, North Carolina 28412**

**Request for Qualifications
Designer Selection Criteria
(DS ESSER 3-1)**

The following criteria will be used for final selection of design firms. Please address the following in your submissions:

1. Expertise and past performance in K-12 projects (35%):

- How many K-12 school renovation projects has your firm completed in North Carolina in the last five years? _____
- On your last five K-12 school renovation projects, what were your last budget estimates compared to the actual bid prices for each project, not the contract award amounts?

- What was the percentage of errors and omissions change orders compared to the initial bid for each of your last five K-12 school renovation projects? _____
- Have you had any legal issues or major technical issues on any of your projects (Yes/No)? _____
If yes, please include an explanation.
- What was the number of bid addenda on each of your last five K-12 school projects?

- Describe your experience designing public projects in New Hanover County, North Carolina: _____

2. Staffing and proposed design team for the project (25%):

- Number of architects/ engineers in your firm: _____
- List proposed design team with a summary of their education background, professional registration, years of experience, direct experience with K-12 school renovation projects in North Carolina: _____
- What is your current workload? _____
- Include any Letters of Recommendation that you desire.



3. Proximity to, and familiarity with, the area where the project will be located (25%):

- Does your firm have an office within sixty miles of Wilmington, North Carolina (Yes/No)?

- Where is the closest office to Wilmington, NC? _____
- Are you familiar with North Carolina building codes and ordinances (Yes/No)?
- How many K-12 renovation projects have you completed in the last 5 years within 75 miles of Wilmington, North Carolina? _____

4. Miscellaneous (15%):

- List specialized or appropriate expertise in this type of project.
- List any recent past performance in this type of project.
- Provide a list of all K-12 school renovation projects completed in the last five (5) years in North Carolina, including a contact person for the local school system.
- Provide a list of all K-12 school renovation projects that are currently under design or construction in North Carolina, including a contact person for the local school system.
- Describe your recent experience with project cost control and maintaining design schedules.

I certify that the preceding and referenced information is accurate to the best of my knowledge and belief.

Name

Date

Title