



DR. CHARLES FOUST
Superintendent

LEANNE N. LAWRENCE
Director, Facility Planning & Construction

**New Hanover County Schools
Facility Planning & Construction Department
6410 Carolina Beach Road
Wilmington, North Carolina 28412**

PROJECT ANNOUNCEMENT (DS 14-9)

INSTRUCTIONS:

This announcement is designed to comply with Section 11B of the Designer Selection Procedures adopted by New Hanover County Schools. Qualified designers wishing to be considered for providing services for the projects described herein should submit the information outlined below addressed to the Director of Facility Planning & Construction, New Hanover County Schools, 6410 Carolina Beach Road, Wilmington, North Carolina 28412, on or before **5:00 p.m. Friday, April 9, 2021**. Responses received after that time will not be considered.

Requested Submittal Information: **(THREE COPIES)**

1. A signed Response Form indicating for which projects your firm wishes to be considered.
2. Company information addressing in order each of the selection criteria listed in the project announcement, and
3. A current Architect-Engineer and Related Services Questionnaire (Standard Form 330).

To qualify for consideration, designers must be licensed by the appropriate North Carolina Board(s) of Registration to practice architecture, engineering, and/or surveying, and fully comply with the instructions of this project announcement.

1. **PROJECT NAME**

Riverlights Elementary School
Pine Valley Elementary School Replacement
Mary C. Williams Elementary School Renovations

2. **TYPE OF CONSTRUCTION**

New Construction, Demolition, Renovations, and Repair

3. **PROFESSIONAL SERVICES REQUIRED**

Architectural Services

4. **PROJECT DESCRIPTION**

Riverlights Elementary School

Design of a new elementary school on a greenfield site located within the Riverlights development in Wilmington, North Carolina.

Project design will be divided into two phases:
Programming/ Schematic Design Phase
Design Development Through Closeout

During the Programming Phase, Facility Planning and Construction Department leaders will hold sessions with other key divisions within the District to establish goals, collect relevant data, and establish needs and priorities that will guide the foundational concepts used in reimagining/ redefining an elementary school to facilitate the high-level education of twenty-first century learners. The design team will collaborate with Facility Planning and Construction Department leaders to facilitate these sessions and will assemble the collected data into a final, comprehensive report.

Following the Programming Phase, the design team will synthesize information compiled during programming to develop a schematic design, in conjunction with the Riverlights Commercial Design Guidelines and New Hanover County Schools Educational Specifications. The schematic design deliverable will also include a preliminary cost estimate. The design team will assist Facility Planning and Construction Department leaders in presenting the schematic design and preliminary cost estimate to the Board of Education at a regularly scheduled meeting.

Design Development through Closeout Phases will be coordinated and scheduled at a later time.

Anticipated Construction Cost: \$22,400,000

Programming	June 2021
Schematic Design	July 2021 – September 2021
Present to Board of Education	October 2021
Complete Design	To Be Determined
Bid & Award	To Be Determined
Construction	To Be Determined

Pine Valley Elementary School Replacement

Design of a new elementary school on the site of the existing Pine Valley Elementary School in Wilmington, North Carolina. The existing building will remain operational throughout the duration of construction. At the conclusion of new building construction, the existing building will be demolished.

Project design will be divided into two phases:
Programming/ Schematic Design Phase
Design Development Through Closeout

During the Programming Phase, Facility Planning and Construction Department leaders will hold sessions with other key divisions within the District to establish goals, collect relevant data, and establish needs and priorities that will guide the foundational concepts used in reimagining/ redefining an elementary school to facilitate the high-level education of twenty-first century learners. The design team will collaborate with Facility Planning and Construction Department leaders to facilitate these sessions and will assemble the collected data into a final, comprehensive report.

Following the Programming Phase, the design team will synthesize information compiled during programming to develop a schematic design, in conjunction with the New Hanover County Schools Educational Specifications. The schematic design deliverable will also include a preliminary cost estimate. The design team will assist Facility Planning and Construction Department leaders in presenting the schematic design and preliminary cost estimate to the Board of Education at a regularly scheduled meeting.

Design Development through Closeout Phases will be coordinated and scheduled at a later time.

Anticipated Construction Cost: \$22,800,000

Programming	June 2021
Schematic Design	July 2021 – September 2021
Present to Board of Education	October 2021
Complete Design	To Be Determined
Bid & Award	To Be Determined
Construction	To Be Determined

Mary C. Williams Elementary School Renovations

Design of renovations to existing, multi-building elementary school, located in Wilmington, North Carolina. The school will be repurposed as a facility to accommodate Pre-K classrooms, staff training, and to serve as a welcome center for English as Second Language (ESL) students and parents.

Project design will be divided into two phases:

Programming/ Schematic Design Phase
Design Development Through Closeout

During the Programming Phase, scope of work will be developed based on design team evaluation of the existing building, in conjunction with district established priorities to create a program conforming to budget parameters.

Schematic Design will include development of preliminary design documents based on scope established in Programming Phase. The schematic design deliverable will also include a preliminary

cost estimate. The design team will assist Facility Planning and Construction Department leaders in presenting the schematic design and preliminary cost estimate to the Board of Education at a regularly scheduled meeting.

Design Development through Closeout Phases will be coordinated and scheduled at a later time.

Anticipated Construction Cost: \$5,700,000

Programming	June 2021
Schematic Design	July 2021 – September 2021
Present to Board of Education	October 2021
Complete Design	To Be Determined
Bid & Award	To Be Determined
Construction	To Be Determined

5. **INSURANCE**

The Design Consultant shall purchase and maintain insurance for protection from claims under workers' or workmen's compensation acts; claims resulting from negligent acts or omissions for damages because of bodily injury, including personal injury, sickness, disease or death of any of the Design Consultant's employees or any other person; claims for damages because of injury to or destruction of personal property including loss of use resulting therefrom; and claims arising out of the performance of this Agreement and caused by negligent acts or omissions for which the Design Consultant is legally liable. Minimum limits of coverage shall be:

a. Workers' Compensation:

Statutory

b. Employer's Liability:

\$1,000,000.00 Each Accident
\$1,000,000.00 Policy Limit
\$1,000,000.00 Each Employee

c. Commercial General Liability
(Standard ISO Occurrence Form)

Combined Single Limit for Bodily Injury, Property Damage or Personal General Aggregate Injury of:

\$2,000,000.00 (Except Products Completed Operations Limit)
\$2,000,000.00 Products Completed Operations Aggregate Limit
\$1,000,000.00 Personal & Advertising Injury Limit
\$1,000,000.00 Each Occurrence Limit

- d. Commercial Automobile Insurance including coverage for owned, non-owned and hired vehicles.

\$1,000,000.00 Combined Single Limit for Bodily Injury and Personal Damage

- e. Professional Liability (Claims Made Form):

\$1,000,000.00 Each Occurrence

\$2,000,000.00 Aggregate

- f. Umbrella Liability Insurance to “pay on Behalf of the Insured”

\$1,000,000.00 Limit

Evidence of such insurance shall be furnished to the Owner, and the Owner shall receive thirty (30) days prior written notice of any cancellation, non-renewal or reduction of coverage of any of the policies. Upon notice of such cancellation, non-renewal or reduction, the Design Consultant shall procure substitute insurance so as to assure the Owner that the minimum limits of coverage are maintained continuously throughout the period of this Agreement. All insurance companies providing the above insurance shall be licensed by the Insurance Department of the State of North Carolina and maintain a rating by AM Best or similar rating company of at least an “A”.

The Design Consultant shall maintain in force during the performance of this contract and for three (3) years after final completion of the Project, the Professional Liability insurance coverage referenced above. The Design Consultant shall deliver to the Owner a Certificate of Insurance for its Professional Liability coverage annually.

The Owner shall be named as additional insureds on Employer’s Liability, Commercial General Liability, Commercial Automobile, and Umbrella liability policies. All insurance policies, except the Professional Liability policy, shall contain a waiver of subrogation against the Owner.

The Design Consultant shall require its consultants to maintain all types of insurance as described in these requirements and shall provide to the Owner Certificates of Insurance.

The Owner shall be under no obligation to review any Certificates of Insurance provided by the Design Consultant or to check or verify the Design Consultant's compliance with any or all requirements regarding insurance imposed by the Contract Documents. The Design Consultant is fully liable for the amounts and types of insurance required herein and is not excused should any policy or Certificate of Insurance provided by the Design Consultant not comply with any or all requirements regarding insurance imposed by the Contract Documents.

Should the Design Consultant fail to provide and maintain in force any insurance or insurance coverage required by the contract documents or by law, or should a dispute arise between owner and any insurance company of the Design Consultant over policy coverage or Limits of Liability as required herein, the Owner shall be entitled to recover from the Design Consultant all amounts payable, as a matter of law, to Owner or any of its agents, had the required insurance or insurance coverage been in force. Said recovery shall include, but is not limited to interest for the loss of use of such amounts of money, plus all attorney's fees, costs and expenses incurred in securing such determination and any other consequential damages arising out of the failure of the Design

Consultant or insurance company to comply with the provisions of the Contract Documents, or any policy required hereby, or any other requirements regarding insurance imposed by law. Nothing herein shall limit any damages for which Design Consultant is responsible as matter of law.

6. **SELECTION CRITERIA**

Specialization or appropriate expertise in the type of project
Past performance on similar projects
Adequate staff and proposed design team of the prime designer for the project
Current workload
Proposed design team
Proposed design approach for reimagining the elementary school of the future
Experience with design of energy efficient and net-zero buildings
Experience with building design utilizing renewable energy sources including wind, solar, and geothermal
Recent experience with project costs and schedules
Construction administration capabilities
Familiarity with the area where the project is located
Record of successfully completed projects without legal or technical complications
Other factors or special needs that may be appropriate to the project

7. **PROPOSED SELECTION SCHEDULE**

Advertisement for Design Services	Sunday, March 28, 2021
Designer Response Packages Due	Friday, April 9, 2021 by 5:00 p.m.
Committee Review/ Shortlist Firms	Tuesday, April 13, 2021
Notice to Designer for Interview	Wednesday, April 14, 2021
Designer Interviews	Wednesday, April 21, 2021
Recommendation to Superintendent	Friday, April 23, 2021
Final Selection by Board of Education	Tuesday, May 4, 2021