



**REQUEST FOR QUALIFICATIONS  
Construction Management Services  
for On-Going District Wide Projects and a Covered Play Structure**

**Issued by:**  
**La Center School District**  
725 NE Highland Ave, La Center, WA 98629  
**August 22, 2023**

La Center School District is seeking proposals from interested parties capable of providing Construction Management Services for On-Going District Wide Projects and a Covered Play Structure.

Interested parties must be able to provide subject matter expertise in the planning and execution of capital construction projects from concept to construction closeout and have the experienced staff to execute minor to major projects with multiple funding sources. The District intends to award based on a qualifications-based selection. Price is to be determined after consultant selection as part of contract negotiations.

**Key Dates**

Release of RFQ	August 25, 2023
SOQ Proposals Due	September 25, 2023
Review and Final Selection with services to commence in October 2023	

**Qualification Submittal Requirements**

All qualified individuals and firms, including minority and women-owned firms, are encouraged to apply. Professional firms and individuals interested in providing services as described above to the La Center School District must:

1. Submit an electronic document via email indicating previous program, and project management experience. Qualifications document, including introduction and cover pages, shall be limited to ten (10), single-sided sheets, 8 1/2 x 11 inch in size. Statement of Qualifications shall be submitted no later than 3:00 PM PDT on September 25, 2023, to:

Nancy Carner, CSBS  
Business Manager  
La Center School District No. 101  
[nancy.carner@lacenterschools.org](mailto:nancy.carner@lacenterschools.org)

**Documents received after the designated date and time will not be considered. Hand-carried documents delivered to the address above are acceptable and must be date stamped by the La Center School District upon receipt prior to the designated date and time above.**

2. The district reserves the right to reject any qualifications not in compliance with all prescribed public procedures and requirements and to waive informalities in this qualification's response process.

Each submittal must include:

1. A letter of introduction. Letter (of no more than two single side pages) to include the firm's strategy to provide face-to-face project coordination and status to La Center School District personnel and Board.
2. A listing of K-12 projects performed in the State of Washington.
3. Full scope of services provided.
4. An organizational chart and summary resumes of key personnel assigned to the project including the Program Manager and Project Manager(s).
5. Examples of three previous District clients and current names and references for projects cited. No limitation on years since completion.
6. Experience in alternative public works contracting procedure authorized under chapter 39.10 RCW.

Submittal evaluation by the selection committee will involve the following criteria:

1. Strategy to provide face-to-face project coordination and status reporting.
2. Strategy for tracking financial outcomes.
3. Experience of the proposed team specifically including Program and Project Manager(s), with State of Washington K-12 projects.
4. Successful completion of three school projects with documented customer satisfaction.