



RFP #17A3
Request for Letter of Interest
Rock Creek School Replacement and Final Site Selection

Frederick County Public Schools is soliciting architectural design services for the replacement of Rock Creek School, currently located at 191 Waverley Drive, Frederick, MD 21702. The replacement school will be located on another site, to be determined during the first phase of the design.

A feasibility study was completed in the August 2016. The Board of Education approved the feasibility study and recommendation to replace the school on another site at their August 10, 2016 meeting. Five potential sites were included in the feasibility study recommendation. Since then, one of the potential sites has been eliminated. The design of the new Rock Creek School will begin with selection of the site for the replacement school from one of these four potential sites. It is anticipated that the site selection will take no more than 3 months. A copy of the feasibility study can be found on the project web page at <http://www.fcps.org/facilities/rock-creek-school>

The Educational Specifications for the new Rock Creek School was approved in November 2015. The Ed Spec includes approximately 81,000 gross square feet for the Rock Creek educational program. An additional 23,000 gross square feet was identified for alternates to the program. These alternates include a greenhouse, additional space for a County Parks and Rec program, additional space for an alternative education program and additional space for future capacity. Following selection of the site, design will begin with confirmation of the alternate spaces to be included in the design. A copy of the educational specifications can be found on the project web page at <http://www.fcps.org/facilities/rcs-edspec-team>

Site selection, design and permitting of this project will begin in September 2017 upon award of the design contract and continue through summer 2019. Assuming funding is available, construction will begin in FY20. The new school is expected to open in fall 2021. Demolition of the existing Rock Creek School is not included in this project.

Only letters of interest from architecture firms will be considered. However, it is anticipated that architects will include other-professionals on their design team such as civil, mechanical, electrical and structural engineers, communication/data network consultants, food service consultants, LEED certified professionals, etc.

If you are interested in being considered for this project, please send **an original and 5 copies** of your cover letter indicating your interest in this project and listing any relevant experience that qualifies your firm for this project. You must also identify the project manager and names of all members of your design team including sub-consultants. In addition, to individual names, include company names, addresses, phone numbers and emails. You may utilize SF330 and/or SF254/255 forms.

Send **the original and 5 copies** to Elizabeth Pasierb, Facilities Planning Department, Frederick County Public Schools, 191 South East Street, Frederick, MD 21701, to arrive no later than **2 p.m., Thursday, May 25, 2017**. Be sure to include the bid number on the Letter of Interest as well as on the front of the envelope. Address all questions to Elizabeth Pasierb @ beth.pasierb@fcps.org

Our staff will evaluate the letters of interest and supporting documents. Five to eight firms will then be invited to respond to a request for a technical and fee proposal. Selection of those invited to respond to the RFP will be based in part on the firm's educational design experience, experience with similar projects and experience working in Maryland as well as your consultant's experience with similar projects. The technical/fee proposals will be evaluated separately.

Thank you for your attention to this matter and your interest in our projects.

Elizabeth Pasierb, AICP
Supervisor of Facilities Planning
Frederick County Public Schools
191 South East Street
Frederick, Maryland 21701
(301) 644-5023