



**WEST BOLIVAR CONSOLIDATED SCHOOL DISTRICT  
REQUEST FOR QUALIFICATIONS (RFQ)  
2023 CAPITAL IMPROVEMENTS  
NEW BUILDINGS, RENOVATIONS AND SITE  
IMPROVEMENTS**

**RFQ Due Date: Friday, October 24, 2022 at 9:30 a.m. CST**

**A. General Information**

The West Bolivar Consolidated School District (WBCSD) is soliciting Requests for Qualifications (RFQ) through competitive procedures from qualified entities to provide architectural services for upgrades and expansions at various campuses in the West Bolivar School District. Please submit response to West Bolivar Consolidated School District, 909 Hwy 8, Rosedale, MS 38769. Electronic submittals can be submitted via email to Ms. Wandra Wade at [wwade@wbcsdk12.org](mailto:wwade@wbcsdk12.org). All electronic submittals need to have a read response email time stamped prior to the officially opening time. RFQ Proposals will be opened at the District's Central Office, 909 Hwy 8, Rosedale, MS 38769 at **10:00 a.m., October 31, 2022.**

**B. Purpose and Objective**

The West Bolivar Consolidated School District (WBCSD) is seeking Qualifications from qualified vendors for the development, implementation, monitoring, and evaluation of plans and services for new buildings, renovations and site improvements at various campuses in the West Bolivar Consolidated School District.

- a. The initial summary of work can be provided by the District Office
- b. The District reserves the right to accept or reject any or all proposal for any reason, to waive technicalities, and to make an award deemed in its best interest.

**C. Primary Contact**

Any questions related to the scope of work in this RFQ should be directed to Dr. Will Smith, Superintendent, [wsmith@wbcsdk12.org](mailto:wsmith@wbcsdk12.org).

**D. Submission Deadline and Procedure**

The packaged proposal shall be sealed and include one (1) original copy and five (5) hard copies and submitted to the WBCSD by the stated deadline. Any proposal received after the time and date set for receipt of proposals is late.

The date and time for receipt of Proposals is:

**Friday, October 24, 2022 at 9:30 a.m. CST**

1. **Proposal Envelope.**

An opaque, sealed envelope containing your Proposal, and any other supporting data to be submitted therewith, must be marked with the following description:

**WEST BOLIVAR CONSOLIDATED SCHOOL DISTRICT  
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[PROPOSER'S NAME]  
[PROPOSER'S ADDRESS]  
[PROPOSER'S TELEPHONE NUMBER]

The envelope must be addressed and timely delivered to:

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Ms. Wandra Wade  
Chief Financial Officer  
West Bolivar Consolidated School District

**ATTN: RFQ – WEST BOLIVAR CONSOLIDATED SCHOOL DISTRICT  
2023 CAPITAL IMPROVEMENTS  
NEW BUILDINGS, RENOVATIONS AND SITE  
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909 Highway 8  
P.O. Box 189  
Rosedale, MS 38769

2. **Late Proposals.** Each proposer is responsible for submission of its proposal. Proposals or revisions to proposals received after the date and time specified above can be rejected for consideration by the School District. Any rejected proposals will be returned to the proposer unopened. The school district is not liable for any delivery or postal delays.

3. The award of a contract for any proposal is contingent upon the favorable evaluation of the vendor's review and approval of the vendor by the WBCSD selection committee.

**E. Evaluation Factors**

The following criteria will be taken into consideration when evaluating submitted proposals:

- a. Past performance and relationship with WBCSD
- b. Vendor's background and history.
- c. Qualifications (including submitted resumes, of team members in the project type described above).
- d. Documentation of prior involvement or experience with like projects for a school district.
- e. Certification that your firm or individual members of your firm have not been disbarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.
- f. Documented record

- g. of reliability, on-time and on-budget project implementation and completion.
- h. The engineering/architectural firm and all other associated consultants must have enough staff with the requisite skills available to perform the job during all stages.
- i. Firm and all other associated consultants must be aware of and in compliance with all state and federal purchasing and expenditure requirements.
- j. Preference may be given to vendors with substantial experience in the design, construction, and related areas of K-12 public schools or other governmental projects.
- k. Preference may be given to engineering/architectural firms and all other associated consultants within a 150-mile radius of the district's boundaries.

**F. Scope of Work**

Work is anticipated to begin on or soon after approval.

- a. Visit, review, and evaluate project needs.
- b. Assist the WBCSD in planning a project timeline and implementation plan.
- c. Assist the WBCSD in planning a project budget plan.
- d. Design, Document, Bid and Manage various portion of the Work.

Following the evaluation of the proposals, WBCSD may conduct additional interviews and may request additional information from one or more vendors. The contract will be awarded to the best responsible vendor. WBCSD reserves the right to waive any small informalities, to reject any and all proposals in part or in whole, and to evaluate the qualifications in the proposal that are most beneficial to the District. Issuance of this RFQ does not commit the WBCSD to award a contract, to pay any costs incurred in preparation of an RFQ, or to procure related services or supplies.

Ad Run Dates:

October 19, 2022

October, 26, 2022