RSU 23
OLD ORCHARD BEACH SCHOOLS

40 E Emerson Cummings Blvd.
Old Orchard Beach, ME 04064

Administration: 207-934-5751
Fax: 207.387.1424
www.rsu23.org

NOTICE TO ARCHITECTURAL & ENGINEERING FIRMS
REQUEST FOR QUALIFICATIONS

Regional School Unit 23 wishes to procure architectural and engineering services to conduct a feasibility and planning study, analyzing existing District schools to identify possible options for addressing needs at Loranger Memorial School, Old Orchard Beach Maine.

Qualification packages are due in hardcopy at 2:00 p.m. on January 8, 2027, addressed and labeled as follows:

John Suttie, Superintendent of Schools
RSU 23 Old Orchard Beach School Department
40 E. Emerson Cummings Boulevard
Old Orchard Beach, ME 04064

The selected firm will work closely with the school district and the Maine Department of Education to review options for addressing the needs of the District's schools, as a result of Loranger Memorial School (Grades 3-8) receiving the #3 ranking on the State Major Capital School Construction Program Approved Projects List. Analysis will include reviewing potential building sites in the Regional School Unit 23 area. The analysis will also include the development of best options for current and future District building needs and usage, including a range of possible grade configurations across PreK-12. The selected firm may be required to coordinate this work or additional work with other consultants contracted by the Owner.

The District is currently engaged in an Educational Visioning process that will be completed in January 2027, and the selected firm will be expected to build on that work.

The District may consider additional contracted services, including but not limited to preparing project submissions for State Board of Education Site and Concept Approvals, design development, preparation of bid documents and construction administration.

Firms wishing to submit a response to the Request for Qualifications must meet the following prequalifications:

- Must have been awarded the Design and/or Engineering Services of a prior Maine Department of Education School Construction project in the last 10 years
- Must have been responsible for the design and/or engineering services for at least one school in Maine serving students in any of grades 3 through 8 within the last 10 years.

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Interested firms shall submit six (6) printed copies of the firm's response to the Request for Qualifications, along with one electronic version in PDF format on a USB flash drive included with the hardcopy submission. The response shall include the following information, formatted in the order below. Each section shall start with a title page for that section:

Section 1. Firm's qualifications to undertake this project that shall include, but not be limited to, Architectural, Planning, Interior Design, Programming, Civil Engineering, Environmental Engineering, Structural Engineering, Mechanical Engineering, and Electrical Engineering capabilities
Section 2. List of school or similar projects that demonstrate the firm's capabilities
Section 3. List of recently completed work of similar type and size projects, with client contact information for each project. For each project, identify the grade configuration served. Projects serving elementary and middle grades such as PreK-5, K-8, 3-8, 5-8, or other PreK-12 configurations are of particular interest.
Section 4. Description of the firm's experience with consolidated schools that combine multiple facilities or grade levels into a single building, including any projects that consolidated an entire PreK-12 district into one building or campus. For each example, identify the project, the firm's role, and how the design addressed the consolidation. Firms may reference projects listed in Sections 2 and 3.
Section 5. Profiles of key personnel who will be involved in the project
Section 6. Company names and profiles of key outside resources that would be utilized to provide the Planning, Interior Design, Programming, Civil Engineering, Environmental Engineering, Structural Engineering, Mechanical Engineering, and Electrical Engineering capabilities. If none, please leave blank.
Section 7. Statement of current workload and the firm's ability to support the project taking into consideration an anticipated construction start date of the Spring of 2030 or sooner.
Section 8. List of business references other than those listed above, including contact information

Responding firms will be screened and selected for interviews on the basis of qualifications. Fees and specific design concepts will not be discussed at the interview. Specific program information will not be available before the screening of qualification packages. The selection committee will rank all firms and recommend to the School Board the Most Qualified Firm for selection. RSU 23 will negotiate fees with the highest ranked firm. Please do not contact RSU 23 staff or School Board members regarding this RFQ.