

REQUEST FOR PROPOSALS

The Red Clay Consolidated School District (RCCSD) is soliciting proposals from qualified firms to provide consulting services for Preventive Maintenance Strategy Development and a District-Wide Facilities Condition Evaluation for all buildings of the RCCSD. Proposals will be received at the address below until 3:00 pm on Wednesday, March 14, 2012. Any proposals received after that time will be returned unopened.

In selecting the firm, the District will utilize the criteria below:

1. Prior experience in similar projects. Provide a brief description of how the Proposer's experience, technical and professional skills will meet the goals and fulfill the general functions identified in the RFP. Any previous experience with other Delaware Districts should be listed and will be favored.
2. Demonstrated capacity, in prior projects, to meet project requirements.
3. Familiarity with public work and its requirements.
4. Lump sum fee for complete consulting services.
5. Clearly defined Goals and Objectives, Project Approach/ Work Plan, and Scope of Work
6. Demonstrated ability to complete projects within a prescribed time frame.
7. Licensed by the State of Delaware.
8. Staffing Resources/Plan – Provide total number of professional staff employed by the firm. Identify the person(s) that will be principally responsible for working with the District. Indicate the role and responsibility of each individual. Provide brief biographies of the individual(s) that will be working directly with the District. Preference will be given to vendors located in close proximity to the District.

The selection will be made in accordance with the provisions of 29 Delaware Code, Chapter 69, Subchapter VI, Section 6982. Interested firms are asked to submit 3 copies of a brief letter of interest and other supporting material addressing the above criteria. The District reserves the right to interview finalists or to award based solely upon information contained within the submitted proposals. It is the intent of the District to award to only one firm. Questions regarding the submission should be directed to Marcin Michalski in writing at Marcin.Michalski@Redclay.k12.de.us

Proposals must be sent to:

Marcin Michalski
Manager of Facilities and Maintenance
Red Clay Consolidated School District
1798 Limestone Road
Wilmington, DE 19804