

**Request for Qualifications**  
**Architects and Engineers Consulting Roster**  
**Educational Service District 112**  
**Construction Services Group Program**

**Request for Qualifications**

Educational Service District 112 (ESD 112) is a political subdivision of the State of Washington that operates over 300 programs with or on behalf of local school districts. ESD 112 also owns and manages 9 buildings and leases space in a variety of buildings throughout the State of Washington.

The ESD 112's Construction Services Group (CSG) program invites qualified Architects and Engineers to submit Statements of Qualifications for all types of architectural and engineering planning and design services. The intent of the invitation is to maintain a roster of qualified firms.

As projects become available, ESD 112 CSG will enter into negotiations for fair and reasonable compensation with the consultant determined to be the most qualified for that specific work in an effort to execute a contract. Fee will be a factor after entering negotiations. Contracts for services provided pursuant to this solicitation are expected to range from \$5,000 to \$250,000, but may deviate based on the specific scope of services and contract that is negotiated.

Once this roster is established, ESD 112 CSG will annually solicit a statement of qualifications for interested firms.

ESD 112 CSG reserves the right to conduct additional Requests for Qualifications for specific projects that ESD 112 or participating school districts determine, in their sole discretion, requires specific Architectural and/or Engineering experience or qualifications not adequately addressed by this Roster. Following the initial evaluation of responding firms, any firm may submit a response to this RFQ and qualify to be added to the list of qualified firms.

**Submittal Requirements**

Interested firms with relevant experience are requested to submit a concise statement of qualifications that includes the following:

- General information about your firm including staff size, location(s), and length of time in business.
- Listing of the type of professional services your firm provides and for which you want to be considered.
- Selected projects which your firm has provided services.
- Describe your firm's approach to providing services.
- Resumes of key professionals and other consultants for your team and a summary of their relevant experience.
- Three client references with names and phone numbers.
- Information that you feel differentiates your firm from others.
- Statement regarding your interest in doing work with ESD 112 and consent to provide services.

The qualifications statement shall be in PDF electronic format and shall be limited to approximately ten (10) 8.5" x 11" pages not including cover page, cover letter, resumes, and tabs sheets. Questions regarding the firm's Statement of Qualifications, must be submitted by email to [janet.cordes@esd112.org](mailto:janet.cordes@esd112.org) with RFQ Submittal/Questions in the subject line; or via mail to ESD 112, Attn: Janet Cordes-RFQ, 2500 NE 65 Avenue, Vancouver, WA 98661.