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**AUBURN SCHOOL DEPARTMENT**

The Auburn School Department is interested in procuring architectural and engineering services for the development stages in congruent to State Department of Education "School Construction Process of Major Capital Improvement Program." The architect/engineer shall be responsible for the full service implementation to the Edward Little High School grades 9-12 facility. The architect/engineer services shall be relevant for the following project scope of services contributing to an addition, renovation, and new construction project at Edward Little High School facility:

- New/Renovation Analysis, Regional Study, Site Selection/Review, Site Approval, Educational Specifications, Program Conference, Concept Design, Public Meetings and Concept Approval.

Once project receives Local approval, architect/engineer shall be responsible in the following areas:

- Design Development/Review/Conference, Public Meetings, Design/Funding Approval, Final Review by State-Local Agencies, Contract Bidding/Award, and Construction implementation.
- Architect/Engineer will provide other services as deemed appropriate by Auburn School Department for successful project.

The selected firm(s) maybe retained at the option of the Auburn School Department for additional A/E services for a period not to exceed five (5) years. The firm(s) may be required to coordinate this work and/or additional work with other consultants contracted by Auburn School Department.

Interested firms should submit nine (9) letters of interest and their firm's qualification that should include: recently completed similarly scaled and types of school projects, profiles of key personnel, statement of fiscal stability, present workload and commitment to the project and references to:

**Katherine Grondin, Superintendent of Schools  
Auburn School Department  
60 Court Street P.O. Box 800  
Auburn, Maine 04212-0800**

**On or before 10:00 AM, Tuesday, November 22, 2016.**

**All Inquiries shall be made to:  
Jude G. Cyr, Business Administrator  
(207-784-643 ext 1206) or at the above address.**

**Electronic submissions shall be provided in conjunction with the written documentations and be forwarded to spelletier @auburnschl.edu.**

**Proposal received after 10:00AM deadline will be rejected without exception.**

**Architectural selection will be based on qualifications only. No fee will be discussed.**