

**REQUEST FOR QUALIFICATIONS
COMMISSIONING AGENT SERVICES
AUBURN SCHOOL DEPARTMENT**

Auburn School Department wishes to procure commissioning agent services for the new Edward Little High School Project in Auburn, ME. The projects are as follows:

- New 280,000 square foot High School Building.

The architect of record is Harriman of Auburn, Maine.

Construction is scheduled to begin in Winter/Spring 2021; Substantial Completion is anticipated in June 2023. The Building Construction Cost is estimated at approximately \$98M. The projects are at the 50% complete construction documents phase.

Auburn School Department is seeking commissioning agent services to ensure that mechanical, electrical, plumbing, building envelope and safety and security systems are complete and functioning properly upon occupancy, and that the Owner's staff has adequate system documentation and training.

Evaluation criteria for qualifications are based on:

- Proposed approach to the Project
- Past experience in performing commissioning agent services for similar projects
- Experience of the staff to perform the services required by the Project

Fees shall not be included in the response to this RFQ. Fees shall be negotiated with the firm determined by the Selection Committee to be the most qualified for these services.

Auburn School Department intends to invite three to five companies to interview with the Selection Committee.

The companies that are selected will receive a Scope of Work document so that the company understands what is expected prior to the interview. Questions regarding this commissioning project will be addressed at the interview.

Interested parties should submit four paper copies and a digital copy on a thumb drive of their qualifications package on or before 4PM on Tuesday, June 9th 2020 to:

Katy Grondin
Superintendent of Schools
Auburn School Department
60 Court Street,
Auburn, ME 04210