

Request for Qualifications/Information for Architects and Engineers

Regional School Unit 1 intends to procure architectural and engineering services for a proposed Dike-Newell Elementary School project.

The scope of the project includes but is not limited to the development of best options for current and future District building needs and usage, and reviewing potential building sites in the Regional School Unit 1 area. The selected firm or firms may be required to coordinate this work or additional work with other consultants contracted by the Owner.

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 the Dike-Newell Elementary School receiving #1 ranking on the State Major Capital School Construction Program Approved Projects List.

The School Department 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.

Interested firms must submit 9 copies their submission to:

Regional School Unit 1
Attn: Patrick Manuel
34 Wing Farm Parkway
Bath, ME 04530

Submissions will be accepted until **3:00 p.m. on Friday, December 12, 2025** at the Superintendent of School's office, 34 Wing Farm Parkway, Bath, ME 04530.

In addition to a letter of interest, the firm should also provide a response to each of the following criteria:

- The firm's qualifications to undertake the project,
- A list of school projects completed by the firm in the last 10 years,
- A list of key professional personnel who would work on the project in both design and engineering services,
- A list of the firm's current work load,
- A list of references relating to design work on schools, and
- Additional information that may be useful to those making the selection.

If the firm plans to undertake the project jointly with another firm, include detailed information on all firms including their respective history and experience.

Responding firms will be screened and interviewed 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 negotiate fees with the highest ranked firm.