**Information Sheet – 12/11/18 - Board of Trustees Meeting**

TO: Board of Trustees Item: 7.3

FR: Jim Bridges

DATE: December 11, 2018

RE: Approval of Architect for Ellis School Site #1

On May 25, 2018 the Jefferson Elementary School District released a Request for Qualification for Architectural/Engineering Services seeking highly qualified firms to provide Architectural/Engineering Services for the various Districtwide new construction and enhancement projects.

It was the desire of the District to select a pool of highly qualified Architectural firms that could meet or exceed the District's requirement to provide the superior quality design service at reasonable costs. The District received 12 responses to the RFQ from the following firms. ATI Architects + Engineers, HED, Hibser Yamauchi Architects, HMR Architects, LCA Architects, LDA Partners, LPA, Perkins Eastman Dougherty (Dougherty + Dougherty), PJHM Architects, RGA, SVA Architects, and WLC.

A committee reviewed the RFQs and selected five architectural firms based upon their firm's capabilities/resources, qualifications of key individuals, finance/litigation, experience and references. The five finalists were invited for an hour interview in which each firm gave a twenty minute presentation about their firm and process, this was followed by a series of questions. The firms were then allowed an opportunity to ask questions of the District. The interview committee selected two firms to move forward for the District's architectural pool. HED and PJHM were the architect firms the panel selected.

Recommended Action: Approve either HED Architects or PJHM Architects for Ellis School Site #1.