

**REQUEST FOR QUALIFICATIONS  
COMMISSIONING AGENT SERVICES  
LEWISTON ELEMENTARY SCHOOL**

Lewiston Public Schools wishes to procure commissioning agent services for a new elementary school in Lewiston, Maine. The facility is expected to be approximately 142,000 square feet and two stories in height. It will accommodate Pre-K – 6<sup>th</sup> grade students.

The architect of record is Harriman of Auburn, Maine.

Construction is scheduled to begin in Spring 2017. Substantial Completion is anticipated in July 2019. The Building Construction Cost is estimated at approximately \$30M. The project is at the 30% complete construction documents phase.

Lewiston Public Schools is seeking commissioning agent services to ensure that mechanical, electrical, plumbing, and building envelope 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.

Lewiston Public Schools 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 copies of their qualifications package on or before 4PM on Thursday October 13<sup>th</sup>, 2016 to:

William Webster, Jr.  
Superintendent of Schools  
Lewiston Public Schools  
36 Oak Street  
Lewiston, Maine 04240