

CHRONOLOGY OF THE AGENDA ITEM
Contract Award – Lump Sum Design
RFQu No. 25-752-003 – Professional Architectural and Engineering
Services for Bus Maintenance, Parking & Charging Facilities-Phase 1
East DeKalb Campus and Former Hooper Alexander Elementary School
Smallwood, Reynolds, Stewart, Stewart & Associates, Inc. -

Scope:

Contract Award – Capital Improvement Project - RFQu No. 25-752-003 – **Smallwood, Reynolds, Stewart, Stewart & Associates, Inc.** - The Request for Qualifications (RFQu) is for Professional Architectural and Engineering Services for Bus Maintenance, Parking, & Charging Facilities – Phase 1 for East DeKalb Campus and Former Hooper Alexander Elementary Project Award Approval, Not to Exceed \$655,500.

Specific details related to the scope of work can be found at <http://www.dekalbschoolsga.org/solicitations/>.

Contract Term:

The contract will begin upon DeKalb County Board of Education (“the Board”) approval at the March 10, 2025, meeting and a subsequent fully executed contract. This is a Lump Sum Design contract for Architectural and Engineering Design Services.

Solicitation Process:

The Request for Qualifications (RFQu) was issued on October 10, 2024, and electronic notification of the RFQu was sent via email to over 41 vendors from the DeKalb County School District (“DCSD”) vendor list and 1046 vendors through the State of GA Procurement Registry. The solicitation was advertised in the Champion newspaper and posted on the DCSD website. Forty-one (41) representatives attended the virtual mandatory pre-submittal conference on October 22, 2024, representing twenty-four (24) architectural/engineering firms. On November 14, 2024, submittals were received from eight (8) firms. All eight (8) firms were deemed responsive a by the Purchasing department and evaluated by the selection committee. This recommendation is based on the evaluation.

Award Process:

This request is to authorize Dekalb County School District (DCSD) to contract with **Smallwood, Reynolds, Stewart, Stewart & Associates, Inc.**, to provide **Professional Architectural and Engineering Services for Bus Maintenance, Parking & Charging Facilities project – Phase 1.**