

Request for Proposals (RFP)

Architectural, Engineering, and Construction Management Services

For the NW & 13th Street Property Redevelopment Project



Ames Community School District

2005 24th Street

Ames, Iowa 50010

Issue Date: Tuesday, April 22, 2025

Proposal Due Date: Friday, May 9, 2025

1. Introduction

The Ames Community School District is seeking proposals from qualified architectural, engineering, and construction management firms for the design and redevelopment of the District's **property located at 1323 Northwestern Avenue** in Ames, Iowa. This project encompasses site redevelopment, building renovation, selective demolition, and the creation of vibrant multipurpose spaces to support student services, administrative needs, and community partnerships. Inquiries regarding the interpretation of this RFP and other questions must be submitted by email only to Superintendent Scott Grimes (scott.grimes@ames.k12.ia.us) by 4 pm on May 1, 2025. All submitted responses to this RFP become the property of the District and may be placed in the public domain.

2. Project Overview & Objectives

The proposed redevelopment will support the District's strategic goals by enhancing educational, operational, and community-facing infrastructure. The following items are identified as key components of the scope:

2.1. Building Projects

- **Odland Building remodel** to modern standards, to include:
 - Repurposing the building for offices, meeting spaces and potential public rental space;
 - Installation of a new HVAC system;
 - Installation of a new fire panel and detection system
- **Gymnasium remodel** to modern standards, to include:
 - Installation of a new HVAC system;
 - Installation of a new fire panel and detection system
 - Addition of classroom and or office space

2.2. Demolition

- Demolition of the Administration Building
- Demolition of existing Garage structure

2.3. New Construction & Additions

- **New Site Building** designed to include:
 - Special Education and General Curriculum storage;
 - IT office and storage;
 - Facilities equipment and furniture storage

2.4. Site & Exterior Enhancements

- New parking and drive layouts for improved student drop-off and pick-up
- Development of walking and biking paths throughout the property
- Construction of a traffic garden for educational use
- Upgrades to the existing community garden
- Addition of new playground equipment with assessment of possible demolition of the current playground

3. Scope of Services

The selected firm will be responsible for:

- Conceptual and schematic design
- Design development and construction documentation
- Bidding and procurement assistance
- Construction administration
- Coordination with District staff and stakeholder groups
- Management of timelines, permitting, and code compliance

4. Submission Requirements

Please include the following in your proposal:

1. Cover Letter & Executive Summary
2. Firm qualifications and relevant project experience
3. Resumes and roles of key personnel
4. Project approach and timeline
5. Preliminary site visioning or planning insights
6. Fee structure (including pre-design, design, construction administration, and reimbursables)
7. Examples of similar facility reuse, demolition, and K-12 renovation projects
8. References from past clients

5. Evaluation Criteria

Submissions will be evaluated based on:

- Experience with public and educational facilities
- Prior experience with community integration features (e.g., gardens, walking paths)
- Understanding of project scope and goals

- Ability to meet timeline and budget expectations
- Strength of design and construction administration approach
- Fee structure and overall value

6. Tentative Timeline

<u>Milestone</u>	<u>Date</u>
RFP Issued	April 22, 2025
Proposal Deadline	May 9, 2025
Interviews ⁺	May 16, 2025
Recommendation to Board ⁺	May 19, 2025
Contract Award [*]	May 19, 2025
Project Kickoff [*]	TBD

⁺If applicable

^{*}Pending Board approval

7. Submission Instructions

All proposals are due by **4 pm on May 9, 2025** to:

Scott Grimes, Superintendent
Ames Community School District
2005 24th Street
Email: scott.grimes@ames.k12.ia.us
Phone: 515-268-6660

Electronic submissions (PDF format) are preferred. Late submissions will not be accepted.

8. General Conditions

The Ames Community School District reserves the right to:

- Reject any or all proposals
- Waive informalities
- Cancel or reissue the RFP

- Negotiate final terms with the selected firm

9. Award of Contract

The award of any contract(s), if made, will be made in the best interests of the District.

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