



# Okeechobee County School Board

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Okeechobee, Florida 34974

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**Chairperson**  
Amanda Riedel  
**Vice Chairperson**  
Melisa Jahner  
**Members**  
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Jill Holcomb  
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## REQUEST FOR PROPOSAL FOR ARCHITECTURAL/ENGINEERING SERVICES FOR THE REPLACEMENT OF OKEECHOBEE HIGH SCHOOL OKEECHOBEE, FLORIDA

### I. INTRODUCTION

The Okeechobee County School Board is requesting written proposals from qualified architectural firms to provide Professional Services for the Design Phase for the Replacement of the Okeechobee High School.

II. It is the District's intention to employ the Firm to provide overall Project Design, Cost Benefit Studies if needed, Information Management, Scope of Work, Technical and Construction Administration Services during the Construction.

### III. PROPOSAL INSTRUCTIONS AND GENERAL INFORMATION

Proposal Submissions: Submit seven (7) copies of a written proposal (one stamped original) and one (1) flash drive no later than 2:00 PM, November 6, 2020

Okeechobee County School Board  
700 SW 2<sup>nd</sup> Avenue  
Okeechobee, Florida 34974

Proposals must be responsive to the requirements and questions of the Request for Proposal.

Reservations: The Okeechobee County School Board reserves the right to reject any and all proposals, to negotiate changes in the new scope of work or services to be provided, and to otherwise waive any technicalities or informalities.

Method of Selection: Proposals will be reviewed by the Okeechobee County School Board which will recommend a ranking of firms. Presentations may or may not be required. Upon acceptance of the recommendation, negotiations will be entered into.

Please respond by including but not limiting your response to the following:

1. Company name and length of time in business.
2. Company location.
3. Availability of time to start and complete project.
4. Insurance carrier and applicable coverage (errors and omissions).
5. Qualifications of staff to be utilized on this project with names, short resumes, length of time with firm and previous clients served. Experience must be with submitting firm.
6. List Special Facilities Construction Account projects within the last five (5) years with School Board contact person and phone numbers.
7. Description of previous experience, to include budget, final cost, time schedule, change orders, Minority Business Certification, etc.

**NO PHONE CALLS PLEASE.** Request for information shall be in writing/email - refer all written request to:

Brian Barrett, Director of Operations

[barrettb@okee.k12.fl.us](mailto:barrettb@okee.k12.fl.us)



**Achieving Excellence: Putting Students First!**

