

## Executive Summary

The Board of Directors for Hogan Preparatory Charter School requests proposals from firms qualified in providing design services for a new multipurpose addition to Hogan Preparatory Academy High School.

Qualifications for inclusion in the formal request for proposal process to execute architectural design including civil, structural, and MEP design for projects identified in the Hogan Preparatory Academy (HPA) facilities assessment are based on:

1. The specialized experience and technical competence of the firm with respect to the type of services required.
2. The capacity and capability of the firm to perform the work in question, including specialized services, within the time limitation fixed for the completion of the project.
3. The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules.
4. The firm's proximity to and familiarity with the area in which the project is located.

The proposal process will consist of a written proposal, proposed fees, and an interview with the selection committee. The selection committee seeks an objective review of expertise, creativity, value, and integrated approach with a design partner to execute a successful project.

## Selection Timeline

### Phase One – Qualification of Design Firms

- Qualifications Announced – 6/26/2025

### Phase Two – Proposals by Design Firms

- Request for Proposals Distributed to Design Firms – 7/10/2025
- Proposals Due – 7/21/2025

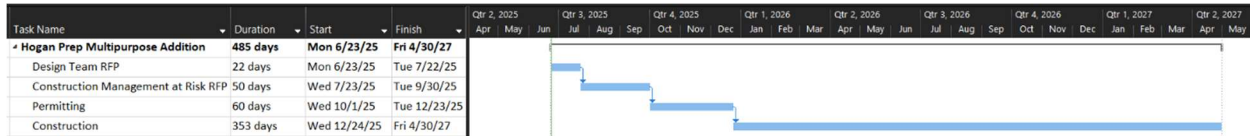
### Phase Three – Interviews

- Design Firm Interviews – Week of 7/30/2025
- Selection Recommended to BOE – 8/1/2025

## Evaluation Process and Method of Award

Once all the proposals have been submitted, the selection recommendation committee will interview each of the firms, allowing the competing firms to present their proposed team members, qualifications, project plan and to answer questions. The selection recommendation committee will select the firm providing the best fit and value based on the proposal criteria and weighting factors utilized to emphasize important elements of the project for approval by the board.

A sample schedule for the project is included in this request. Comment by design firms on schedule duration and concerns is welcome. Solutions regarding bid packaging, phasing, and combining of efforts are welcome in the proposal response.



## Project Scope

### Multipurpose Addition

#### Top Floor

1. Gym with Volleyball floor system
  - a. 120L x 120W is ideal but can work with 100L x 95W
  - b. 2 courts (one regulation and two side courts)
  - c. Gym Surface painted with basketball and volleyball lines (main court and side courts)
  - d. Retractable gym curtain divider (allows two gym classes to be conducted at the same time)
  - e. 6 retractable goals hang from ceiling (hydraulic is best)
  - f. 1 Volleyball with floor system and retractable ceiling system (Ceiling system is a convenience not a requirement)
  - g. 2 Scoreboards with shot clock system (1 is mandated with shot clock compatibility)
  - h. Scorer's table
  - i. Wall pads
  - j. Bleachers that fold back
  - k. AV is included into the space to be able to use as a teacher development space. (projector and display)
  - l. Audio system for games.
2. Equipment storage room
3. Men's and Women's restroom
4. Coaches' office
5. Concession stand room with a refrigerated cooler
6. Lobby entrance

#### Bottom floor

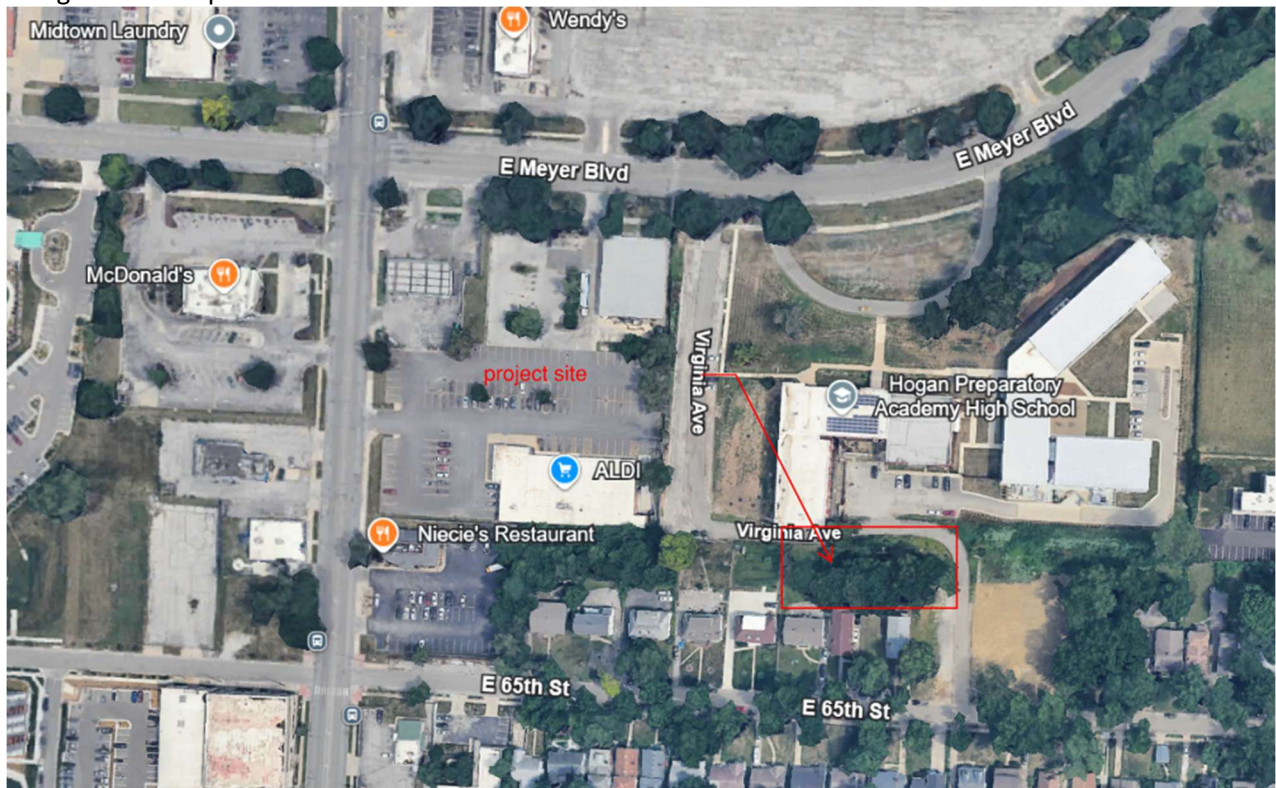
1. 2 - 4 Locker rooms with restrooms
  - a. 1 big 50 to 60 lockers & 3 Smaller 20 to 25 lockers
2. Weight room 60 x 60 (50 x 50 will work also)
  - a. TV or projection screen in weight room 2-4

- b. 8 to 10 power racks in weight room with plate holders (we could use current equipment if upgrade is not within budget)
  - c. 8 to 10 rack platforms (we could use current equipment if upgrade is not within budget)
  - d. 8 to 10 Olympic bars (we could use current equipment if upgrade is not within budget)
  - e. Weight plates rubber (we could use current equipment if upgrade is not within budget)
  - f. 8 to 10 benches (we could use current equipment if upgrade is not within budget)
3. Storage rooms
  4. Multi-purpose room (convenience not a must)
  5. Walk-out doors to the rest of campus

Miscellaneous

1. Security system with cameras
2. Hundl court cam
3. Trophy case for lobby (we can use current if upgrade not within budget)
4. Training room
5. Security fence around the outside
6. Outside lighting
7. Utilities: Potential that electrical lines may need to be relocated due to construction.
8. Civil Engineering: Site is up on a hill and will present challenges.

Google Earth Map of Site:



Street View of Site:



### Construction Cost Budget -

The proposed all in cost for the work would be around \$9,000,000.

*\*Construction costs stated above include FFE, Technology, and Owners Contingency.*

### Proposal Format

Please structure your proposal to clearly identify your firm's expertise and recommended approach to each package. The intent of the written proposal is to prepare the selection committee with your priorities for each package and act as a reference during the interview to help identify the best fit for award.

A sample outline is provided below:

1. Brief Introduction and Company Overview
2. Proposed Team Leadership
3. Proposed Consultants
4. Specific Relevant Project Experience

5. Any specific Design approaches you wish to highlight
6. Critical issues and solutions for a successful project from a Management Perspective
7. Fee Proposal

## Critical Issues – Management Perspective

In your written proposal and interview, outline your firm’s approach to critical issues specific to management of the process. Below is a sample of critical issues believed to be important to successful execution of quality design.

<b>Integration with AHJ</b> – Permitting, plan reviews, and inspections may not have clearly identified procedures. How will your firm navigate this environment?
<b>Staff Collaboration</b> – <i>There are many stakeholders in a project like this. How will your team approach the relationships between the users and balance the wants and needs of the staff?</i>
<b>Proposed Team Members</b> - <i>References and Experience from Construction Professionals and Owners for Proposed Team Members.</i>
<b>Design Schedule Management</b> – The schedule for K12 facility improvements is interlinked with many District and construction driven limitations. How will your firm ensure the right information is available at the right time to ensure smooth integration with district and construction constraints?
<b>Construction Manager Collaboration</b> – CM@R will be engaged to drive collaboration between design and construction. How will your firm approach this relationship?
<b>Designing to a Budget Target</b> – The owner views the budget as the responsibility of all three parties (OAC). What are the steps you will take to ensure design trends within budget limitations inherent with a public bond funded project?
<b>Change Requests</b> – <i>Change orders are expected. How would your team work with the contractor and owner to validate changes and identify solutions?</i>
<b>Alternates</b> – <i>Identify any initial thoughts on using alternates to manage the budget.</i>
<b>Add Services Requests</b> – How does your firm handle change requests in the direction of design and what would constitute redesign fees?
<b>Contingencies</b> – How does your firm view the ownership and use of contingency during design and construction?

## Fee Proposals

Include in your proposal a fee schedule for comprehensive design services including but not limited to the following disciplines:

Base Design Fee – Please clearly identify each proposed consultant you intend to utilize.

1. Civil Design (Include geotech and site survey)
2. Structural Design
3. Landscape Design
4. Architectural

5. Gymnasium equipment design (coordination, purchasing, and install management by others)
6. Mechanical, Electrical, and Plumbing Design
7. Fire Protection
8. Technology (Data, clocks, intercom, security rough-in, AV rough-in, Sound System rough-in)
9. Construction Administration

*\*Please identify any additional services required and the associated cost to deliver these services.*

## **Interview Process**

A shortlist of three candidates will be identified for interviews. The selection committee will have proposals in hand for reference during interviews. Interview process is meant to provide dialogue between selection committee and design teams to better understand specific approaches to each package. Interviews will consist of 60 minutes of interactive discussion to be led by the proposing design team.

## **Method of Response**

Proposals due on or before 7/21/2025, 5:00pm

Please provide an electronic copy of your proposal to:

Care of – Erin Merrill  
Eskie and Associates  
Erin@eskieandassociates.com  
12260 State Line Road  
Leawood, Kansas 66209

Care of – Cynthia Wiederholt  
Eskie and Associates  
Cynthia@eskieandassociates.com  
12260 State Line Road  
Leawood, Kansas 66209

*Questions regarding proposal request should be directed to:*

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Eskie and Associates  
cynthia@eskieandassociates.com  
816-719-6448