LEE COUNTY SCHOOLS

# Request for Qualifications

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**RFQ #: 2026-1120**

**Project Title: Districtwide roofing, gutters, electrical, HVAC, parking lots, painting, security entrances, & restroom renovations/upgrades**

**Date Issued: November 20, 2026**

**Responses Due: December 7, 2026 by 2 p.m.**

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**Instructions to Respondents:**

Pursuant to N.C. Gen. Stat. § 143-128.1A, Lee County Schools ("LCS") requests Statements of Qualifications (SOQs) from qualified design-builders to provide design and construction services for districtwide roofing, gutters, electrical, HVAC, parking lots, painting, security entrances, & restroom renovations/upgrades. LCS intends to evaluate firms based on qualifications and the criteria in Exhibit A, with any cost information requested or considered as permitted by applicable law and the final procurement process approved by counsel.

Design-build teams shall possess all required North Carolina contractor and design-professional licenses. Interested teams shall submit three paper copies of their SOQ, with supporting documentation, and clearly mark the package "RFQ#-Project Title." Also email an electronic copy to chrismcneill@lee.k12.nc.us by the same deadline. Late submissions will not be considered.

Submit written questions to the contact below by 2 p.m. on 12/2/2026. with subject "RFQ 2026-1120 – Questions," identifying the relevant RFQ section. Official clarifications will be issued only through written addenda published on the Bid Opportunities webpage of the LCS website. Oral statements are not binding. Respondents must review all addenda before submitting.

Direct all submissions/inquiries to:
Chris McNeill, Director of Facilities & Maintenance
Lee County Schools
2000 Nash Street
Sanford, NC 27330

## 1. Proposed Project/Scope

Project location: Districtwide

Existing conditions: Upgrades to existing equipment and facilities

Project description: Districtwide roofing, gutters, electrical, HVAC, parking lots, painting, security entrances, & restroom renovations/upgrades

Anticipated project budget: $2,654,956.00 from Lottery funding, when funds available

The project is expected to be delivered turnkey, including design, investigations, permitting, coordination, construction, testing, commissioning as applicable, closeout documentation, and readiness for intended use. Work shall comply with applicable codes, inspection requirements, contractual documents, and any required North Carolina Department of Public Instruction review or approval.

## 2. Professional Services Required

The selected design-builder will provide comprehensive design, professional coordination, contract administration, construction, and project closeout services necessary to complete the scope described above, including services by appropriately licensed professionals and subcontractors.

## 3. Procurement Schedule

| | |
|---|---|
| RFQ released | 11/20/2026 |
| Deadline for written questions | 12/2/2026 at 2 p.m. |
| Addendum issued (if needed) | 12/4/2026 |
| SOQs due | 12/7/2026 by 2 p.m. |
| Shortlist/interview notification | 12/8/2026 |
| Interviews (if conducted) | 12/10/2026 |
| Anticipated selection | 12/15/2026 |
| Board approval/contract execution (if applicable) | 1/12/2027 |

## 4. Selection Criteria and Response Format

Respondents shall address each item in Exhibit A in the order presented. Include a signed cover letter, team organization chart, key personnel resumes, representative projects, at least three owner references, and clearly labeled supporting materials. Limit narrative response to 20 pages, excluding resumes and required forms. LCS may shortlist respondents, verify references, conduct interviews, and negotiate with a selected team, subject to applicable law and Board approval. Evaluation will follow the criteria and weights in Exhibit B.

## Exhibit A-Statement of Qualifications

Provide complete responses to the following. Include project references with owner contact information where requested.

**1. Relevant expertise and past performance**

1.1. Describe comparable K–12/public-facility projects completed within the last five years. For each, identify owner, contact, location, scope, completion year, original contract amount, and final contract amount.

1.2. Identify which reference projects used design-build delivery and explain your team's role.

1.3. Describe experience with roofing, gutters, electrical, HVAC, parking lots, painting, security entrances, and restroom renovations and upgrades.

1.4. Describe experience completing construction on occupied school campuses, maintaining safety, and coordinating with other prime contractors.

1.5. Provide qualifications and resumes for proposed key design and construction personnel; identify their roles and relevant licenses.

1.6. Describe current workload and capacity of the design and construction teams. Letters of recommendation may be included.

**2. Contract performance**

2.1. For each reference project, compare owner's initial budget with original contract and final cost, including change orders.

2.2. State total change orders as a percentage of original contract value and explain significant changes.

2.3. List original and actual substantial and final completion dates; explain approved extensions.

2.4. Disclose and explain significant legal disputes, claims, or major technical/performance issues relating to the reference projects.

**3. Current projects**

3.1. List current North Carolina public/K–12 projects (or K-12 projects from other states) under design or construction, including owner contact, project description, status, project budget, and anticipated completion.

**4. Proximity and familiarity**

4.1. Identify your closest office to Sanford, North Carolina, and whether you have an office within 75 miles of Lee County.

4.2. Describe familiarity with North Carolina building codes, public school construction, permitting, and applicable state review processes.

4.3. State the number of comparable public projects completed within 75 miles of Lee County during the last five years.

**5. Proposed project team and selection method**

5.1. Identify the design-builder, licensed contractors, proposed subcontractors, and design professionals intended for the project. Explain which trades will be self-performed and how any remaining team members will be selected. Provide an organization chart and describe team coordination.

5.2. List the firm and individual (if a consulting firm is used) or the individual (if performed "in-house" by the architect) who will perform the design work on each of the disciplines listed below or will be responsible for the close supervision of this design work. Indicate whether in-house or contracted and include resumes, if applicable.

| | |
|---|---|
| Architectural/Interior Design | Mechanical/Electrical/Plumbing |
| Civil | Lighting and Acoustical |
| Landscaping | Energy Management |
| Structural | LEED Certification |

**6. References**

6.1. Provide at least three references (name, agency, title, address & telephone number) for recent similar or related work.

**CERTIFICATION**

I certify that the preceding and referenced information is accurate to the best of my knowledge and belief and that I am authorized to submit this Statement of Qualifications on behalf of the respondent.

Firm / Design-Build Team: _____

Authorized Representative: _____

Title: _____ Date:_____

Signature: _____

## Exhibit B-Evaluation & Selection Rubric

Qualifications will be screened, and the top candidate(s) will be reviewed by a selection committee. The qualifications for the top candidates will be verified, and references will be checked. In reviewing the proposals, LCS will weigh:

| **Requirement Description** | **Rubric Score Value** |
|---|---|
| Respondent's understanding of the project and approach, including innovation, demonstration of design-build project completion and experience with specialty capital improvements | 40% |
| Respondent's experience in providing similar services for Projects of Similar Scope and Complexity, with a focus on public-sector design-build projects in North Carolina | 35% |
| Qualifications, availability, and abilities of Key Team Members | 15% |
| Quality, completeness, and readability of SOQ package | 10% |

*Note: The Owner reserves the right to make an award based on initial responses without receiving oral presentations.*