

# REQUEST FOR QUALIFICATIONS FOR DESIGN SERVICES FOR RENOVATION AND EXPANSION PROJECT AT CHILDREN AND FAMILIES FIRST (SEAFORD)

Children & Families First (CFFDE) is seeking comprehensive Architectural and Engineering Services to design and construct an addition and renovations to their Seaford House Therapeutic Foster Home location. This Request for Qualifications (RFQ) is the first step in a multi-phase selection process to be conducted by a committee composed of the Staff and Board of Children & Families First. The process will have the committee review all qualifications submissions, short list a group of firms for an interview process, and then award a contract for services beginning in the Winter of 2024.

## PROJECT OVERVIEW

Seaford House is a 10,000 square foot, single story 16-bed facility built in 2001 serving teens in foster care with challenging, complex needs. As the full-time home for 16 youths, it is imperative that Seaford House provides safe, secure living quarters and systems in compliance with code and in good repair. The project includes an expansion and upgrade to include additional bedrooms to allow for single-occupancy rooms, improving HVAC systems to support appropriate ventilation, building outdoor spaces to accommodate services and recreation, and more.

## SCOPE OF SERVICES

Scope of services are to include comprehensive Architectural Design including all interiors and furniture specification, Structural Engineering, Mechanical, Electrical, and Plumbing Design as well as Civil Design including landscape.

## SUBMISSION INFORMATION

If your firm is interested in obtaining the full RFQ including Scope of Services and Evaluation Process/Criteria, please contact the CFFDE Owner's Representative, Rob Jadick with Bancroft Construction at [rjadick@bancroftusa.com](mailto:rjadick@bancroftusa.com). All responses to questions for the RFQ will be due to Rob Jadick via email no later than **Monday, January 22 at 3:00 PM** with hard copy RFQ responses due to CFFDE no later than **February 6, 2024 at 3:00 PM**.