



# NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

**Architects are invited to submit their Statements of Interest and Qualifications (SOIQ)  
for the following projects:**

**Consolidation of Monsignor Clancy and St. Charles Catholic Elementary Schools (Thorold)  
at the Monsignor Clancy Catholic Elementary School site -  
Addition and renovations, including a new three-room child care**

**- and -**

**Our Lady of Mount Carmel Catholic Elementary School (Niagara Falls) -  
A new three-room child care**

The contents of the SOIQ shall include:

1. Names, practice, mailing address, contact person and title;
2. A brief history of the practice;
3. A one-paragraph biography of key personnel assigned to the project(s) (a one-page resume for each participant may be appended to the submission);
4. Examples of past experience of related or similar projects over the past five years;
5. Examples of project budgeting and cost estimating, indicating results/outcomes: Name of the project(s), the contact person, the budget(s), and final construction value(s) for the project(s) cited above;
6. Three recent letters of reference for the projects listed, or similar projects.
7. Brief concluding statement of how your practice approaches projects with respect to innovation, addressing issues of cost-value analysis, environmental integrity and sustainable design. In your statement, indicate why we should select your practice over others.

You may include additional information to support your qualifications.

Submissions, excluding resumes, that exceed 10 pages (8.5x11 page size) will not be considered.

Based on the SOIQ submitted, a minimum of five architectural practices will be selected for interviews and invited to submit more detailed *Project Proposal(s)*.

Prior to the interview, practices selected to submit *project proposal(s)* will be invited to tour Monsignor Clancy/St. Charles Catholic Elementary Schools and/or Our Lady of Mount Carmel Catholic Elementary School.

The selection process will be in accordance with Niagara Catholic District School Board Policy 701.1 - Architect Selection Policy.

Please submit three copies of your SOIQ's for each of the above projects for which you would like to be considered by 4 p.m. local time on Friday, May 11, 2018 to:

Niagara Catholic District School Board  
427 Rice Road, Welland, ON, L3C 7C1  
Attention: Scott Whitwell, Controller of Facilities Services

Facsimile and email submissions are not acceptable.  
Late submissions will not be accepted and will be returned unopened.