



**REQUEST FOR QUALIFICATIONS
For General Contractors
Maple Run Unified School District
St. Albans Town Educational Center (SATEC)
Mechanical Upgrade Project
Issued By:
Maple Run Unified School District
Issue Date: August 24, 2026**

OWNER:

Maple Run Unified School District
Bill Kimball, Superintendent, Maple Run Unified School District
28 Catherine Street
St. Albans, VT 05478

OWNER'S REPRESENTATIVE PCI Capital Project Consulting Tom Yandow, Project Manager PO Box 4313 Burlington, Vermont 05406 tyandow@pcivt.com (802) 923-6576	Architect Arnold & Scangas Architects Laz Scangas 1 Federal Street St. Albans City, VT 05478 lscangas@arnoldandscangasarchitects.com (802) 782-8241
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PROJECT: Mechanical Upgrades Project at SATEC

The Maple Run Unified School District invites interested General Contractors to submit a Letter of Interest and Pre-Qualifications for School Board determination of eligible prospective project bidders. The MRUSD Board of School Commissioners has established pre-qualification criteria which a contractor must meet. All contractors interested in bidding on the proposed project must be prequalified in order to be eligible to bid on the proposed project.

Project Description: To add cooling to the building in phases. Cooling to be installed in the “B” and “C” wings, with the mains extending into the “A” wing for future work. This winter the contractor can install the mechanical piping in the Attic spaces while waiting for the mechanical equipment to arrive and be installed in the Summer of 2027. St. Albans Town Educational Center (SATEC) is located at 169 South Main Street, St. Albans City.

Project Funding: The project is being funded through Capital funds allocated by the MRUSD School Board.

Attachments:

[SATEC Progress Set](#)

More detailed scope to be provided in the full Invitation For Bid to be issued following the Pre-Qualification of Contractors.

Schedule:

The project start date is December 2026, to be completed by mid August 2027.

ANTICIPATED KEY DATES:

August 24 - Issue GC RFQ

September 10 - Contractor Qualifications Due

September 16 - MRUSD board approves pre qualified GC's

October 1 - Issue RFP bid packet (CD's Complete)

October 28 - Bids Due

November 4 - MRUSD Board approves Low Bid

CONTRACTOR QUALIFICATIONS:

In order to be considered for this project, your firm must meet the qualification criteria established by the [Title 16 School Public Bid Law](#). In keeping with the Title 16 School Public Bid Law, the MRUSD Board establishes the following prequalification criteria that contractors must meet to be included in the list of pre-qualified bidders for the **SATEC Mechanical Upgrade Project**.

PRE-QUALIFICATION CRITERIA:

1. Demonstrated experience as a general contractor working on K-12 projects of similar scope and size within the last five years
2. Proven ability to keep past projects within budget
3. Proven ability to keep past projects on schedule
4. Sufficient financial capacity, including the ability to secure performance and payment bonds for contracts \$5,000,000 or more
5. Proven quality of workmanship and ability to manage the quality of work performed by subcontractors
6. Proven record of a fully substantiated change orders process executed in a timely manner
7. Proven ability to maintain safe working conditions with an exemplary EMR Safety Score
8. Proven ability to safely and efficiently work around children and school activities and comply with strict security and site access requirements required for working on an occupied school site
9. Proven ability to close out projects after reaching substantial completion
10. Proven ability to have the project manager and other required personnel attend job meetings in person
11. Demonstrated performance to address and correct warranty items post construction
12. A construction load that will not interfere with the company's ability to perform the work in a safe, timely and adequate manner of quality
13. Positive references from credible and knowledgeable sources
14. Demonstrate ability to understand and comply with all federal, state and municipal codes and ordinances

Only those contractors who qualify will be invited to bid on the project.

QUALIFICATION DOCUMENTS:

The following information must be submitted in order to be considered a complete application:

- **Contractor Qualification Statement** - AIA 305 and all Exhibits
- **Cover Letter of Interest** - The cover letter shall provide a brief introduction along with an overview of the contractors' understanding of the nature of the work and general approach to be taken.

- **Statement of Qualifications** - Provide a narrative response briefly describing your firm's ability to meet each required pre-qualification criteria.
- **Proof of bonding capacity for a project cost up to \$5m**

It is mandatory that all potential bidders provide all materials requested herein. The MRUSD Board will use these documents to assist in determining the qualifications of each Contractor. The MRUSD Board reserves the right to check other sources of information in order to determine contractor's responsibility and responsiveness.

All firms submitting a request for pre-qualification determination will be notified, in writing, 30 days or more prior to the proposed bid opening. The Board of School Commissioners reserves the right to reject any and all submitted Pre-Qualifications, to re-advertise, and to waive any and/or all informalities.

Letters of Interest and pre-qualification statements must be submitted by the deadline of September 10, 2026 at 3:30 PM to:

Marty Spaulding
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Marty@pcivt.com