



**ELGIN MATH & SCIENCE ACADEMY  
CHARTER SCHOOL**

1600 Dundee Avenue, Elgin, IL 60120  
[www.elginmathandscience.org](http://www.elginmathandscience.org)

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January 31, 2019

VENDORS,

The Elgin Math and Science Academy (EMSA) located at 1600 Dundee Avenue in Elgin, IL 60120 is soliciting vendors with an expertise in architectural design and school campus planning to address existing campus structures and how they may meet the needs of EMSA's future growth.

Qualifications must be submitted to EMSA's CFO no later than **5:00 pm on Wednesday, February 13, 2019**. A preliminary tour of the campus and its historic structures is available by appointment only by contacting EMSA's CFO, Frank Bisconti, whose information is detailed below.

Thank you, in advance, for your response to this RFQ.

Sincerely,

*Frank Bisconti*

Frank Bisconti  
Chief Financial Officer  
1600 Dundee Ave., Elgin, IL 60120-1608  
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**Growth and Facility Conceptualization for Elementary and Middle School Campus  
REQUEST FOR QUALIFICATIONS**

**Purpose**

The Elgin Math and Science Academy Charter School (EMSA) is soliciting qualifications from architectural design and professional planning firms to assist in EMSA’s campus strategic planning and conceptualization for growth. This preliminary work will address options for growth into existing historic structures and spaces in ways that align with EMSA’s mission and vision, EL Education’s pedagogical philosophy, and the campus’s historic building and land preservation guidelines.

**Qualifications**

Qualified individuals or teams should have a background in designing educational spaces, campus planning, and adaptation of historically significant structures.

**Background**

EMSA opened in August 2018 as a tuition-free, public charter school with no admission requirements other than U-46 school district residency. EMSA opened Kindergarten through Third Grade with 200 students, 2 sections per grade at 25 students in each class. Each year, EMSA will add a grade level each year until we are at capacity with Kindergarten through Eighth Grade. The current occupied classroom building was built in 2005 and houses 13 classrooms, limited office and reception, catering kitchen and central commons and dining area. The other buildings on the site (gymnasium, dining hall, art barn, and administration building) are historically and architecturally significant from its years as the Chicago Junior School — though in need of substantial repair. These additional buildings require consideration as to how they will be utilized for the growth of the school.

**Project Description**

This preliminary growth conceptualization for the campus will inform EMSA’s approach for building utilization, timelines and growth models and assist our future work towards a comprehensive master plan.

**Deliverables**

The qualified vendor will provide rough conceptual drawings, written strategy and guidance to the Board of Directors and EMSA administration for the future utilization of its campus while addressing various growth scenarios. The vendor will meet with a team comprised of members of the board, administration and facilities committee a minimum of three times, including: a tour and briefing session, a strategy and follow-up session, and a presentation session.

**EMSA’s Mission and Vision**

*At EMSA, students and teachers will reach their highest potential through active exploratory learning and social responsibility.*

*At EMSA*

- We welcome individuals of all backgrounds and abilities to our K-8 school.
- We nurture children’s natural curiosity.
- Our students are leaders in their own learning.
- Our teachers and students hold high standards for their own work.
- Our students are critical thinkers who excel in math and science.
- Our students develop the skills to be responsible individuals.

**The EL Education Model**

EMSA has chosen EL Education as a partner in curriculum, culture and school design. EL Education approaches student achievement with *Three Dimensions*: “When students have completed their academic career and entered adult life, they’ll be judged not by performance on basic skills tests—but rather, by the quality of their work and the quality of their character. This premise serves as the foundation for EL Education’s overarching vision of increasing student engagement and elevating and expanding student achievement. To realize that vision, we focus on student excellence in three core areas: Mastery of Knowledge and Skills, Character, and High-Quality Student Work.”

The EL Education model is built on ten design principles that reflect the educational values and beliefs of Outward Bound. These principles also reflect the connection to other related thinking about teaching, learning, and the culture of schools. These ten principles include:

1. The Primacy of Self-Discovery.
2. The Having of Wonderful Ideas.
3. The Responsibility for Learning
4. Empathy and Caring
5. Success and Failure
6. Collaboration and Competition
7. Diversity and Inclusion
8. The Natural World
9. Solitude and Reflection
10. Service and Compassion

**LIMITATIONS**

EMSA reserves the unqualified right to waive defects in any qualifications, to choose or accept or reject any or all qualifications submitted in response to this RFQ for any reason whatsoever without explanation or justification, to select any firm or individual as the party with whom it would be willing to enter into an agreement regardless of whether such party shall have submitted qualifications pursuant to this RFQ at any time including the deletion, addition, modification or other changes hereto, and to make any decision in any manner as EMSA may choose in its sole discretion in the determination of its own interests and irrespective of the position of any interested party that in EMSA’s sole determination is unreasonable, unfair, arbitrary, discriminatory or capricious.

EMSA may consult references familiar with Vendor, regarding prior projects, management, financial resources, reputation or otherwise. Submission of qualifications in response to this RFQ shall constitute permission for EMSA to make such inquiries and authorization to third parties to respond thereto.

EMSA makes no representations, warranties or guarantees that the information contained herein is accurate, complete or timely. The furnishing of such information by EMSA shall not create, nor be deemed to create any obligation or liability upon it for any reason whatsoever, and each organization by expressing its interest and submitting its qualifications expressly agrees that it has not relied upon foregoing information and that it shall not hold EMSA liable or responsible therefore in any manner whatsoever.

**PUBLIC RECORDS REQUIREMENTS**

EMSA shall hold all qualifications and subsequent submissions in confidence, to the extent consistent with applicable law, until a final decision has been made or the selection process is terminated. Respondents are advised, however, that pursuant to Illinois law, all materials received by EMSA that fall within the definition of “public record”, shall be disclosed by EMSA upon request.

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