

North Idaho College, RFP #26-04 – Campus Master Plan

June 3, 2026

- What is the impetus for updating your campus plan right now?
 - Our institution has been in a holding pattern for a few years while we dealt with some governance issues. Those are now resolved and we are looking toward the future. We have a handful of projects in mind and would like to ensure that we are following an intentional path as we develop and re-imagine the campus.
- Does the anticipated scope involve mobility planning, utility capacities and/or space utilization analysis?
 - Space utilization analysis is anticipated to be included. Mobility planning and utility capacities would be more project-dependent.
- What is your budget expectation for this 4-6 month effort?
 - The college does not want to restrict the project by setting a specific budget.
- What is the preferred format and level of detail for deliverables intended for the North Idaho College Board of Trustees and the broader community?
 - Professional-level illustrations/drawings and descriptions that will illustrate high level details.
- Regarding the Space Analysis, what level of detail is expected for the utilization and efficiency metrics?
 - Determine how space is currently being used and its efficiency. Calculate Operational Efficiency ratio.
- What scheduling program or software is currently being used?
 - Ameresco.
- Has a comprehensive facilities audit already been completed, or is conducting a full audit part of this requested scope of work?
 - Ameresco performed the audit and with recent projects we have not updated the system. Once the system has been updated, Ameresco will perform a new deferred evaluation and an executive report with it.
- I understand the RFP stated "planning level" for facilities assessment. Looking for clarity. It is a condition assessment to ascertain capital renewal costs and long-range improvements.
 - The scope of the project does not include full facilities assessment. Information from the college's Ameresco system will provide needed information.

- Should the fee proposal provide itemized, separate costs for each of the optional services (i.e., cost estimating, capital phasing strategies, fundraising/donor engagement graphics, and sustainability planning)?
 - It is preferred to have separate costs for each optional service and information regarding dependencies of these additional services on each other.

- Is the proposed CMP timeline of 16-to-24-week schedule fixed or is there a specified date the college is looking to call the BOT to action?
 - The schedule is desired but not fixed. The timeline accommodates the college's budget and state capital request cycles.

- Are all three campus sites part of the campus master plan or just the main campus?
 - The master plan is intended to be for the main campus. It is understood that the results of the planning may impact the other two locations.

- Please clarify the level of information you have related to facility conditions. Are there particular systems that need to be assessed? Which buildings need to be evaluated?
 - Assessments have been completed, including ADA and Asbestos. Evaluation of buildings would include, current use versus campus usefulness or replacement.

- Is there any recent planning work this effort will be building upon? If so, please describe the type of information that will be available.
 - The College has developed a list of recent, current and future capital projects. This information will be shared via introduction meetings and PowerPoint presentations.

- Is there a budget identified for this work? If not, a range that you expect to have the work be performed within?
 - The college does not want to restrict the project by setting a specific budget.

- Are you looking for a complete team of subconsultants with associated fees or more of a focus on the core team members? Are there any specific sub consultants you are looking to have us include?
 - We are looking for a proposal that is all inclusive. We do not need to know associated fees for subconsultants.

- Is there anything specific that is driving the need for a campus plan, at this point in time?
 - Our institution has been in a holding pattern for a few years while we dealt with some governance issues. Those are now resolved and we are looking toward the future. We have a handful of projects in mind and would like to ensure that we are following an intentional path as we develop and re-imagine the campus.

- Will you be looking for fees for the optional services?
 - It is preferred to have separate costs for each optional service and information regarding dependencies of these additional services on each other.