

ROLLING HILLS LOCAL SCHOOLS
REQUEST FOR QUALIFICATIONS for
ARCHITECTURAL PRE-BOND ISSUE ASSISTANCE SERVICE

The Rolling Hills Local Schools is seeking Request for Qualifications for Architectural Pre-Bond Issue Assistance Services. This RFO is being initiated to secure the services of a qualified firm to provide technical assistance as they prepare for a possible bond issue in May 2017 to renovate or build new facilities for all or some grade levels. The District is working with the OFCC/OSFC to develop an overall Master Plan and is in the early planning stages.

Interested firms should prepare a Statement of Qualifications that includes, but is not limited to, the following information:

- Cover Letter, including contact information
- Firm's History and Service Areas, including location of principal and branch offices
- Key Personnel Qualifications for Responding Firm and any Sub-consultants, education and experience
- Firm's Experience in Providing Pre-Bond Services
- Length of time in business
- Availability of Staff
- Past Design Experience in last 5 years, if any, with Schools, including the District
 - Total number of school projects (list project name, location, school owner)
 - Total design service volume
- Proposed Timeline and Project Approach
- References

Firms should submit 3 copies of their Statement of Qualifications to Kandi Raach, Treasurer, for the Rolling Hills Local School District, 60851 Southgate Road, Cambridge, Ohio 43725 or email in PDF format to Kandi.Raach@rollinghills.k12.oh.us by 4:00PM on April 11, 2016. Proposals must be clearly labeled "Request for Qualifications – Pre-Bond Service". Any questions regarding the content of this Request for Qualifications may be directed to Kandi Raach.

The evaluation of the statements of qualifications will be based primarily on the following: (1) competence of the design firm to perform the required professional design services, as indicated by the technical training, education and experience of the firm's personnel who are likely to be assigned to perform the services; (2) ability in terms of workload and the availability of qualified personnel, equipment, and facilities to perform the required professional design services competently and expeditiously; (3) experience of the firm with comparable projects for comparable school districts, based on, among other things, the size and nature of the project and district; and (4) past performance as reflected in evaluations of previous clients with respect to factors such as control of costs, quality of work and meeting deadlines; (5) other similar factors.

Rolling Hills Local Schools reserves the right to shortlist and interview firms from the submitted forms or to select the most qualified consultant and begin contract negotiations. No fee estimate is required at this time. This qualifications process is for prebond issue services only.

The District will evaluate statements of qualifications submitted and select and rank professional design firm candidates in compliance with R.C. 153.69 and notify all parties submitting statements of appropriate District action.

The District reserves the right to reject any, part of any, or all statements of qualifications and to waive any informality, irregularity, or failure to conform to the instructions contained in this Public Announcement.

March 18, 2016

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