

CUYAHOGA FALLS CITY SCHOOLS

REQUEST FOR QUALIFICATIONS

for

ARCHITECTURAL PRE-BOND ISSUE ASSISTANCE SERVICES

Cuyahoga Falls City Schools is seeking Request for Qualifications for Architectural Pre-Bond Issue Assistance Services. This RFQ is being initiated to secure the services of a qualified firm to provide technical assistance as they prepare for a possible funding offer from OFCC in the spring of 2019.

The Request for Qualifications will be submitted to and received by the Cuyahoga Falls School Superintendent's Office, 431 Stow Ave., Cuyahoga Falls, Ohio 44221. The proposal shall be marked "Architectural Pre-Bond Issue Assistance Services for Cuyahoga Falls City Schools." Proposals received after the deadline of April 2, 2018 @ 4:00 p.m. will not be accepted. It is the proposer's responsibility to insure that the proposal is received prior to the deadline as no exception to this policy will be made.

BACKGROUND/HISTORY

The Cuyahoga Falls City School District is home to approximately 4800 students housed in nine (9) buildings. The current grade-band configurations include six (6) K-5 buildings, two (2) 6-8 buildings and one (1) 9-12 building. Additionally, the District has one (1) empty facility, Sill Middle School, which will be razed during the summer of 2018, two (2) facilities, Newberry Elementary and Schnee Elementary, currently being rented to other educational entities, and one (1) warehouse facility located in Silver Lake.

The District is a "lapsed district" as a result of one failed attempt to pass a Bond Issue in November of 2015. While the defeat was narrow, the District is now in the Active Planning Process and will re-engage the community in the Master Facilities Planning process. As such, we are seeking the assistance of pre-bond architectural services.

Once a pre-bond architect is selected, the Board plans to engage a planning committee in publicly held meetings on the 2nd and 4th Thursdays of each month until consensus is reached regarding a Master Facilities Plan. The timeline associated therewith is April 1, 2019 such that a referendum can be placed on the November 2019 ballot.

SCOPE OF SERVICES

Generally assist the District (and cooperate with OSFC) with technical expertise for preparing to potentially attempt a bond issue as soon as November 2019 to build new and/or renovated facilities for the all or some grade levels. The district is working with OSFC under the CFAP Program and is in the early planning stages.

1. Assist in OSFC's effort to validate/finalize the current existing building assessments. Includes investigating LEED implications and potential Enhancing Re-Programming as applicable.
2. Cooperate with the OSFC in exploring Master Plan options which would include comparing new construction options vs. renovation options.

3. Assist the district in determining need/desire of any LFIs including estimates of cost. This may include POR exercises and/or conceptual plan studies. It should consider such things as potential off-site work scope.
4. Create conceptual site plan(s) to assist with feasibility study of sites/buildings and serve as a promotional tool for the potential bond issue.
5. Attend Committee and Community and Board Meetings to present information and provide technical assistance.
6. Other scope that would assist the district in being prepared to accept the OSFC offer.

This scope would be limited to Pre-Design and does not imply continuance into full design service for the project should the OSFC project become funded. A separate selection process for A/E services would occur only after the District has obtained their local share of funding.

SUBMISSION REQUIREMENTS

Qualifications submitted in response to the RFQ should be electronic and e-mailed in PDF format or mailed as a CD or flash-drive.

SELECTION PROCESS

A Selection Committee will evaluate the RFQs and rank them based on most qualified. The Selection Committee will forward their recommendation to the Cuyahoga Falls City School Board for final action.

Cuyahoga Falls City School reserves the right to prepare a short list of firms from the submitted proposals and conduct interviews or select the most qualified and begin negotiations for a contract. This decision will be based on the number and quality of proposals received. If Interviews are scheduled, they would be held within thirty (30) days of the bid opening.