

BEDFORD CITY SCHOOLS
REQUEST FOR QUALIFICATIONS (RFQ)
for
ARCHITECTURAL PRE-BOND ISSUE ASSISTANCE SERVICES

Bedford City School District (Cuyahoga County) is seeking Request for Qualifications (RFQ) 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 the District partners with the Ohio Facilities Construction Commission (OFCC) in preparation for a bond issue.

The Request for Qualifications is to be submitted to and received by the Bedford City Schools business office, 475 Northfield Road, Bedford, Ohio 44146. The proposal shall be marked "Architectural Pre-Bond Issue Assistance Services for Bedford City Schools." Proposals received after the deadline of October 31, 2018, will not be accepted. It is the proposing firm's responsibility to ensure the proposal is received prior to the deadline as no exception will be granted.

BACKGROUND

The Bedford City School District is a 25 square mile public school district in Cuyahoga County in Northeast Ohio approximately 14 miles southeast of Cleveland. The existing educational facilities consist of 4 Elementary Schools, 1 Middle School and 1 High School.

The District is currently working with the OFCC under the Classroom Facilities Assistance Program to develop an overall Master Plan and is in the early planning stages.

SCOPE OF SERVICES

The successful firm will generally assist the District (and cooperate with OFCC) with technical expertise for preparing for a potential future bond issue, as follows:

1. Review and validate the current OFCC facilities assessments scope to include, but not necessarily limited to, renovation scope, investigating LEED implications and enhancing re-programming analysis.
2. Cooperate with the OFCC to represent the District in exploring Master Plan options.
3. Study comparison between new construction vs. renovation and feasibility studies to selectively demolish portions of an existing building and build back new square footage to include structural analysis.
3. Assist the district in determining need/desire of any LFIs including estimates of cost. This may include Program of Requirements exercises and/or conceptual plan studies.
4. Create conceptual site plan(s) to assist with feasibility study of sites/buildings and serve as a promotional tool for a future potential bond issue.
5. Attend BoE Meetings and Community Meetings to present information and provide technical assistance.
6. Other scope that would assist the district in being prepared to accept an OFCC offer of funding.

This scope would be limited to Pre-Bond/Pre-Design and does not imply continuance into full design service for the project should the project become funded. Documented prior successful experience in this scope of services is desirable and should be included in the RFQ response.

A separate selection process for the “Architect of Record” Design Services will occur only after the District has secured funding for a project.

SUBMISSION REQUIREMENTS

Qualifications submitted in response to the RFQ should be delivered in hard copy (5 copies) to:

Jerry Zgrabik, Business Manager
Bedford City Schools
475 Northfield Road
Bedford, Ohio 44146

Please direct your questions to Mr. Zgrabik at 440-439-4333, or by e-mail at jzgrabik@bedford.k12.oh.us.

SELECTION PROCESS

A Selection Committee will evaluate the RFQs and rank them based on most qualified. The Bedford City Schools reserves the right to prepare a short list of firms from the submitted proposals and conduct interviews or select the most qualified from the submissions received and begin fee negotiations. 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 submission date deadline.

The Selection Committee will forward their recommendation to the Superintendent for final consideration and subsequent approval of a contract by the Board of Education.