

STOW-MUNROE FALLS CITY SCHOOLS
REQUEST FOR QUALIFICATIONS
for
ARCHITECTURAL PRE-BOND ISSUE ASSISTANCE SERVICES

Stow-Munroe Falls City Schools (Summit County) 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 ELPP bond issue.

The Request for Qualifications is to be submitted to and received by the Stow-Munroe Falls City School business office, 4350 Allen Road, Stow, Ohio 44224. The proposal shall be marked "Architectural Pre-Bond Issue Assistance Services for Stow-Munroe Falls City Schools." Proposals received after the deadline of May 3, 2019 at 4:00 PM, 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. All such submissions shall be submitted to the attention of Robert Gress, Director of Operations at the following e-mail address: st_rgress@smfcsd.org.

BACKGROUND

This request is issued by Stow-Munroe Falls City School District to undertake master planning services for the purposes of assessing and determining the future needs and usages of all school buildings, administration buildings and other property currently maintained and/or occupied by the School District, as well as to determine whether to renovate and/or build new schools, auxiliary and administration buildings. A list of existing buildings and property is attached to this request.

SCOPE OF SERVICES

Generally assist the District (and cooperate with OSFC) with technical expertise for preparing to potentially attempt a bond issue to build new and/or renovated facilities. The district is working with OSFC under the ELPP Program to complete the Master Plan and is in the early planning stages.

1. Assist in OFCC's effort to validate the OFCC assessments. Includes investigating LEED implications and potential Enhanced Re-Programming as applicable.
2. Cooperate with the OFCC in exploring Master Plan options which will 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 Community Meetings to present information and provide technical assistance.
6. Other scope that would assist the district in being prepared for a ballot attempt.

This scope would be limited to Pre-Design and does not imply continuance into full design service for the project should the project become funded. A separate selection process for A/E services would occur only after the District has obtained their 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 Stow-Munroe Falls City School Board for final action.

Stow-Munroe 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.

Addresses of all Stow-Munroe Falls School District Buildings

Schools:

Stow-Munroe Falls High School	3227 E. Graham Rd.	Stow 44224
Kimpton Middle School	380 N. River Rd.	Munroe Falls 44262
Lakeview Intermediate School	1819 Graham Rd.	Stow 44224
Echo Hills Elementary School	4405 Stow Rd.	Stow 44224
Fishcreek Elementary School	5080 Fishcreek Rd.	Stow 44224
Highland Elementary School	1843 Graham Rd.	Stow 44224
Indian Trail Elementary School	3512 Kent Rd.	Stow 44224
Riverview Elementary School	240 N. River Rd.	Munroe Falls 44224
Woodland Elementary School	2908 Graham Rd.	Stow 44224

Administration:

Board of Education Office	4350 Allen Rd.	Stow 44224
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Other:

Bus Garage	4158 Newcomer Rd.	Stow 44224
Forestbrook Blvd. Land-17.28 acres	Forestbrook Blvd.	Munroe Falls 44262
Housley Rd. Land - 21.75 acres	Housley Rd.	Stow 44224