

**CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT BOARD OF EDUCATION  
REQUEST FOR QUALIFICATIONS  
FOR DESIGN PROFESSIONAL SERVICES**

**Project: Health Clinic Addition.**

**Date: May 16, 2022**

**Statement of Qualifications Due: 12:00 pm Tuesday, May 30, 2022**

The Carrollton Exempted Village School District Board of Education (the “Owner”), is soliciting Statements of Qualifications (“SOQs”) from qualified individuals or firms to provide Design Professional Services for its Health Clinic Addition Project (the “Project”).

The Health Clinic addition to the existing Carrollton Exempted Village School District Middle/High School will be constructed for the purpose of operating a school-based health care program designed to prevent, prepare for, and respond to COVID-19 and other potential physical and mental health related issues and to create an accessible, connected community of care around each student to keep them in class and learning.

**Background:**

Approximate Square Footage: 2000 SF

Estimated Project Budget: \$800,000

**Submittals:**

Interested individuals or firms must submit before the deadline, 1 electronic copy of their firm's SOQ in PDF format, via email, to Amy Spears, Treasurer at amy.spears@carrolltonschools.org, with the following file name and subject line: “[FIRM NAME] – Health Clinic Project Design Professional Qualifications”

**Respondents to this RFQ shall include the following minimum information:**

1. Firm history and background.
2. Competence to perform the required professional design services indicated by the technical training, education, and experience of the firm’s personnel, especially those employees with the firm who would be assigned to perform the services.
3. Firm’s experience in providing substantially similar services in Ohio.
4. Ability of the firm in terms of workload and the availability of qualified personnel, equipment, and facilities to perform the required professional design services.
5. Past performance of the firm as reflected by the evaluations of previous clients with respect to such factors as control of costs, quality of work, and meeting of deadlines.
6. Any previous work performed in connection with the Owner.
7. Any other information deemed relevant.