REQUEST FOR QUALIFICATIONS
FOR PROFESSIONAL DESIGN SERVICES

October 1, 2026

The Board of Education of the Dublin City School District, Ohio (the "Owner") in accordance with Ohio Revised Code Sections 153.65 through 153.71 is soliciting qualifications statements from professional design firms to provide professional architectural/engineering design services ("Professional Design Services") in connection with the Project as described below.

I. Project Description

The Project consists of initially providing a full assessment of the structural condition of the 1919 Building located at 150 West Bridge Street, Dublin, Ohio and recommendations for improvements and repairs to the Building based on the assessment. The selected firm must be able to complete the assessment and provide its recommendations within sixty (60) days from the execution of an agreement.

II. Scope of Professional Design Services and Agreement

In addition to providing the assessment and recommendations as set forth in Part I herein, the Professional Design Services may also include at the Owners option the implementation of the recommendations which may include development of conceptual plans, specifications and design criteria; assisting the Owner with the selection of a construction manager at risk or design-builder (where those delivery methods are used); cost estimating; design and construction document phase services; bidding and/or or proposal phase services (including GMP proposals); construction, closeout and post-closeout phase services; usual and customary architectural, civil, structural, electrical, mechanical, plumbing and fire protection design services; and such additional services as may be necessary or appropriate for the Project. The Owner reserves the right to use any of the available construction delivery methods including general contracting, construction manager-at-risk and design-build.

III. Evaluation Criteria for Selection

Statements of qualifications shall be limited to ten (10) pages and should separately describe the firm's capabilities to provide the Professional Design Services, and the statements of qualifications should include:

(a) the name, address and phone number of the office where the personnel assigned to the Project will be based and principal contact person;

(b) company overview including the firm's legal name, trade name, legal form of firm, location of home office, number of licensed professionals and general firm history;

(c) the technical training, education and experience of the firm's owners, staff, and personnel who will be assigned to perform services on the Project;

(d) the firm's experience in performing the applicable services for similar facilities;

(e) the firm's prospective consultants, the consultants' experience and the firm's previous experience when working with its proposed consultants;

(f) availability and capacity of the firm to provide the services in accordance with the Owner's timeline;

(g) the firm's equipment and facilities and the location, availability and accessibility of facilities and equipment to support staff activities on the Project;

(h) specification writing credentials and experience;

(i) the firm's record keeping, reporting, monitoring and other information management systems, including scheduling and cost control systems;

(j) any previous work performed in connection with the Owner;

(k) any previous work performed for similar projects for any other political subdivisions. A minimum of three (3) references are requested, preferably public school districts;

(l) the firm's experience with the City of Dublin, Ohio and any other governmental and quasi-governmental entities with jurisdiction over the Project and their requirements;

(m) proximity of the firm to the Project site;

(n) Listing of any claims against the firm within the last ten (10) years related to design and construction of projects (including any claims against the firm's professional liability policy and claims filed in a court of law) and any public or private construction projects within the last ten (10) years for which the firm has been declared in default; and

(o) the firm's track record and ability to deliver a project on scope, on time and within budget.

IV. Questions and Inquiries

Questions regarding interpretation of the content of this Request for Qualifications must be submitted in writing not later than seven (7) calendar days prior to the deadline for submission of statements of qualifications and directed by e-mail to Business Operations at:

Email: rajan_indu@dublinschools.net

The subject line of the e-mail should clearly read "Request for Qualifications for Professional Design Services, 1919 Building".

Questions will be reviewed and the Owner will determine in the Owner's sole discretion whether a written addendum should be issued as a result of any question.

Answers to any questions shall be by written addendum and shall be posted on the Owner's webpage at:

https://www.dublinschools.net/departments/operations/bids-and-rfps

All firms will be presumed to have actual knowledge of all information posted on the Owner's webpage relating to this Request for Qualifications, and firms shall not avail themselves of incomplete knowledge and/or lack of familiarity of this Request for Qualifications and any addenda thereto resulting from the firm's failure to check the Owner's webpage. Interpretations, corrections and changes of the Request for Qualifications which are made in any manner other than a written addendum will not be binding.

Firms considering responding to this Request for Qualifications are strictly prohibited from communicating with any member of Owner's staff or representatives of the Owner except as set forth in this Part IV. No phone calls.

V. Submittal Instructions

Firms interested in being considered should submit one electronic copy of the firm's statement of qualifications in PDF format by e-mail to Business Operations at:

Email: rajan_indu@dublinschools.net

The subject line of the e-mail should clearly read "Statement of Qualifications for Professional Design Services, 1919 Building".

Statements of qualifications must be submitted not later than 2:00 P.M., Eastern Time, on October 9, 2026. Statements of qualifications submitted after this date and time will not be accepted.

Each firm will receive a response from the Owner confirming the Owner's receipt of the firm's statement of qualifications. If such confirmation is not received by the firm within twenty-four (24) hours of submission, the firm should call the Owner at 614-760-4570 to confirm the Owner's receipt of the firm's submission.

VI. Selection Process.

Responding firms will be evaluated separately and ranked in order of their qualifications. As part of this evaluation, the Owner may hold interviews with individual firms. The Owner expects to enter into contract negotiations with the firm ranked most qualified to perform the services needed. The Owner also reserves the right to enter into more than one contract for components of the Project rather than a single contract for the entire Project and to rank and select more than one firm to provide services for components of the Project rather than a single firm for the entire Project in any manner the Owner deems appropriate. Statements of qualifications received in response to this Request for Qualifications will be placed on file by the Owner, and firms submitting a

statement of qualifications shall be deemed a pre-qualified firm for consideration for future projects of the Owner in accordance with Ohio Revised Code 153.71(A) provided that a pre-qualified firm is not guaranteed any work during the eligibility period.