

**LUCAS LOCAL SCHOOLS**  
REQUEST FOR QUALIFICATIONS  
for  
ARCHITECTURAL SERVICES

Lucas Local Schools (Richland County) is seeking Request for Qualifications for Architectural Services. This RFQ is being initiated to secure the services of a qualified firm to provide technical assistance as we consider facilities improvements in the District.

The Request for Qualifications is to be submitted to and received by the Lucas Local Schools Office of the Treasurer, 84 Lucas North Rd., Lucas, Ohio 44843. The proposal shall be marked "Architectural Services for Lucas Local Schools." Proposals received after the deadline of August 31, 2018, 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

The Lucas Local School District has been actively engaged in facility improvements over the past few years and is now in a position to begin implementing some of these improvements. The district is now seeking the services of a professional design firm to assist the district in completing these improvements.

SCOPE OF SERVICES

Generally assist the District with technical expertise for these improvements and for preparing drawings and specifications to be used for soliciting bids as well as performing construction monitoring services during the construction process.

Some of the improvements currently under discussion are: (list is not conclusive but just a sampling)

1. Window Replacements
2. Mitigate water infiltration into buildings
3. Adding classroom spaces
4. Addition of a multipurpose building which may include conceptual site planning

The selected firm would be asked to attend Board Meetings and Community Meetings to present information and provide technical assistance. The selected firm would also be asked to assist the district in creating a safe and inviting environment for student learning.

This scope and agreement would include full design services for the project(s) the Board decides to implement. This includes architectural and engineering services.

SUBMISSION REQUIREMENTS

Qualifications submitted in response to the RFQ should be mailed to Lucas Local Schools Office of the Treasurer, 84 Lucas North Rd., Lucas, Ohio 44843 or emailed to [Lifer.Larry@LucasCubs.ORG](mailto:Lifer.Larry@LucasCubs.ORG) for consideration.

SELECTION PROCESS

The Superintendent and Treasurer will evaluate the RFQs to prepare a short list of firms from the submitted proposals and recommend interviews to selection committee of the most qualified. The selection committee will conduct interviews within 60 days and forward their recommendation to the Lucas Local Schools Board for final approval or possible interviews with the full Board.