

Request for Qualifications (Design-Build Contract)

Administration of Project and Contract Authority: School District Board

Project Name: New Field House

Project Location: 7120 OH-201, Tipp City, Ohio 45371 (Miami County)

Owner: Bethel Local School District Board of Education

Delivery Method: Design-Build

Publish Date: September 30, 2026

Response Deadline: October 14, 2026 by 2:00 PM EST

Submit one (1) electronic copy of Statements of Qualifications (Form F110-330) directly to **Damon Smith** at smithd@blsk12.org.

Submit all questions regarding this RFQ in writing to **Damon Smith** at smithd@blsk12.org by **October 7, 2026**. Questions will be answered and posted to the District's website <https://www.bethelk12.org/> by **October 9, 2026**. The name of the party submitting a question will not be included in the Q&A document.

Project Overview:

A. Project Description

Bethel Local Schools wishes to build a new field house approximately 4,700 SF on the South end of their existing stadium.

The Program of Requirements ("POR") have already been developed through an educational visioning contract.

All aspects of the project and related issues will be implemented and operated consistent with the Contracting Authority and/or Owner's policies and procedures.

B. Scope of Services

The selected Design-Builder ("DB"), as a portion of its required Scope of Services and prior to submitting its proposal, will discuss and clarify with the Contracting Authority and/or Owner, the breakdown of the Agreement detailed cost components, to address the Owner's project requirements and refine the project schedule.

As required by the Agreement, and as properly authorized, provide the following categories of services: develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Schematic Design, Design Development, Subcontractor

Prequalification and Bidding process, Construction Documents, Construction and Closeout stages.

The preconstruction and construction services are generally described below. Subcontracts including Plumbing, HVAC, and Electrical trades will be awarded by the DB to prequalified vendors using a competitive process. The parties will engage in an “open book” pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority and the Owner, the Owner’s Representative, and the DB. The Contracting Authority and/or Owner shall have access to all books, records, documents and other data in the DB’s possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing, or performance of the Agreement.

Preconstruction Services: The DB will work cooperatively with the Contracting Authority and/or Owner, Owner’s Representative and Project Team, and will provide, among other services, schedule development, Guaranteed Maximum Price (“GMP”) proposal, subcontractor prequalification and bidding, construction documents preparation, constructability review, permits, budgeting, value engineering, and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the “Basis Documents”) shall be provided to the DB, together with the Architect/Engineer of Record’s (“AOR”) detailed listing of any incomplete design elements and the AOR’s statement of intended scope with respect to such incomplete elements (the “Design Intent Statement”). Contingent upon the Contracting Authority’s approval of the GMP, the parties will enter into an amendment to the Agreement establishing the Contract Sum (“GMP Amendment”). If the proposed Contract Sum exceeds the Project Budget established for construction, then the Contracting Authority may terminate the agreement with the DB and seek proposals from other firms for completion of the Project.

Construction Services: The DB shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The DB shall hold all subcontracts and shall be fully responsible for the means and methods of construction, weekly progress meetings, testing, and inspections, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations, and submitting monthly reports of these activities to the Contracting Authority. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Contracting Authority reserves the right to approve the DB’s selection of subcontractors and any supplemental terms to the subcontract form.

For the purposes of completing the Relevant Project Experience Matrix in Section F of the Statement of Qualifications (Form F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Project Delivery Method: Design-Build
2. Role on Project: DB
3. Relevant Scope: Public K-12
4. Relevant Scope: Field House

C. Estimated Budget

Total Project Cost: \$2,000,000.00
Construction Cost: \$1,750,000.00

D. Anticipated Schedule

DB Preconstruction Services Start: November 2026
Construction Stage Notice to Proceed: March 2027
Substantial Completion of all Work: July 2027
DB Services Completed: August 2027

E. EDGE Participation Goal

Percent of the DB's total compensation excluding DB's Contingency: **0.0%**

F. Evaluation Criteria for Selection

Selection Criteria: The DB will be selected using (i) qualifications-based process during the Request for Qualifications ("RFQ") stage to develop a short list and (ii) best value process during the Request for Proposal stage. The best value criteria used in evaluating proposals from short listed firms will include such factors that are determined to derive or offer the greatest value to the Owner, combining both qualifications and fee.

Short List: Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, the Contracting Authority will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

Request for Proposal: The short-listed firms shall be sent a Request for Proposal ("RFP") that will invite the firms to submit pricing proposals containing their

proposed preconstruction stage compensation, construction stage personnel costs, itemized construction stage general conditions costs, construction stage contingency percentage, construction stage design fee percentage, and design-build fee percentage. The short-listed candidates will also receive (i) form of the Agreement with the Contracting Authority containing the contract terms and conditions, (ii) set of the most recent criteria documents and (iii) proposed Project schedule.

Pre-Proposal Meeting: Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority and the Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms an opportunity to ask the Contracting Authority and the Owner questions in an individual setting to help the firms prepare their responses to the RFP. The Contracting Authority will notify each short-listed firm to schedule individual times for the pre-proposal meetings.

Interview: After submitting responses to the RFP, the short-listed firms will be interviewed by the Contracting Authority and representatives of the Owner. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the project approach and ability to meet the stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance with the timetable and budget. The Contracting Authority will notify each short-listed firm to schedule individual times for the interviews.

Selection Schedule: Tentative schedule is subject to change

Qualifications Due	October 14, 2026 at 2:00 PM
RFP issued to the Short-Listed Firms	October 16, 2026
Pre-Proposal Meeting	October 23, 2026
Pricing Proposals Due	October 30, 2026 at 2:00 PM
Interviews	November 3, 2026
Selection of DB	November 4, 2026

Cancellation and Rejection: The Contracting Authority reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any phase of the Project. The Contracting Authority shall have no liability to any proposer arising out of such cancellation or rejection. The Contracting Authority reserves the right to waive minor variations in the selection process.

G. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (Form F110-330) available via the OFCC website at <https://ofcc.ohio.gov>.

Electronic submittals should be combined into one (1) PDF file named with the project name on the RFQ, your firm's name, followed by "SOQ". Use the "print" feature of Adobe Acrobat or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. Electronic submittals are limited to a maximum file size of 25 MB.

Unless otherwise noted or exempt, all documents submitted to the Contracting Authority in response to this RFQ and subsequent RFP are public and will be available for inspection at the conclusion of the selection process. The following information shall remain confidential and will not be released: (1) Proposal Form(s), except for cost category subtotals which will be transferred to the Best Value Rating Form; (2) Financial Capacity; and (3) Bonding/Insurance.

Proposers are requested to submit the following information in response to the RFQ within Section H of Form F110-330.

1. Summary: Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.
2. Bonding/Insurance: Provide evidence of capacity to provide bonding in the amount of the construction budget (e.g. a letter from your Surety agent stating that one or more Sureties will issue Bonds in the amount of the construction budget if your team is selected) and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability, and professional liability insurance.
3. Management Systems: Describe the scheduling and cost control systems the firm would propose to use for the Project.
4. Self-Performed Work: Indicate whether the firm intends to self-perform any work on the Project through a competitive process and, if so, the nature of the work and capability to self-perform.
5. Estimating: Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
6. Scheduling: Demonstrated track record of performance of managing projects to the original schedule.

Firms are requested to identify professional registrations, memberships, and credentials for the design and construction industry. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.