



REQUEST FOR QUALIFICATIONS (RFQ): ARCHITECTURAL CONSULTING SERVICES FOR SCHOOL-BASED HEALTH CENTER

Clarkston School District J250-185 is soliciting statements of qualifications from architectural and engineering firms to provide professional design services for the planning, design, and construction of a School-Based Health Center (SBHC). The District has received grant funding to support the development of this project, which aims to provide accessible, on-campus health services for students and potentially the surrounding community.

The scope may include, but is not limited to:

- Site evaluation and feasibility
- Stakeholder engagement and needs assessment
- Programming and schematic design
- Design development and construction documentation
- Assistance with permitting and compliance with health facility requirements
- Coordination with school operations and safety/security planning
- Construction administration and project closeout services

The selected architectural/engineering (A/E) team will be expected to provide full design services from pre-design through construction for the SBHC, and may also be considered for additional projects within the Clarkston School District.

A qualifications-based selection process will be used as outlined in this RFQ. Proposals must be limited to 30 pages (15 double-sided or 30 single-sided, 8.5" x 11") and emphasize the firm's expertise in school and health care facility planning and design.

SUBMISSION CONTENTS:

A. FIRM DESCRIPTION

- Provide a brief narrative of the firm's history, capacity, and areas of specialization.
- Identify key personnel and subconsultants (e.g., structural, civil, MEP, low voltage/security, health care facility design specialists) and their proposed roles.

B. RELEVANT EXPERIENCE

1. Describe experience working with Washington State school districts on capital facilities projects and familiarity with Washington State Department of Commerce, DSHS, DOH, or local health regulations.
2. Highlight projects involving School-Based Health Centers on school campuses or student health clinics.
3. Summarize experience in integrating educational and health care design requirements.
4. Provide at least five (5) examples of relevant projects, including scope, cost, completion date, and client contact information.
5. Include project delivery method experience (GC/CM, Design-Bid-Build, etc.) and change order history.
6. Describe your firm's design philosophy, especially in environments serving students with medical, emotional, and behavioral health needs.

C. PROJECT APPROACH

1. Explain your approach to early engagement with school and health care stakeholders, including integration of student/family voice.
2. Discuss your methods for cost estimating and value engineering.
3. Describe how you will address security, privacy, ADA compliance, and infection control standards.
4. Discuss any prior experience coordinating with school districts, health agencies, and grant reporting compliance.

D. STAFFING

1. Provide an organizational chart for the project.
2. Identify key team members, including resumes with relevant project experience.
3. Note team availability and your ability to meet project timelines.

E. REFERENCES

- Provide contact information for three (3) school districts, public agencies, or health care partners where you have completed similar projects within the last five (5) years.

F. TIMELINE

An electronic version of the proposal must be submitted by 4:00 p.m. on September 5, 2025, to:

Dani Lynas, Executive Director of Financial Services

LynasD@csdk12.org

Late submissions will not be accepted or considered.

G. QUESTIONS

Direct all questions regarding this RFQ to:

Dani Lynas, Executive Director of Financial Services

Phone: (509) 769-5538

Email: LynasD@csdk12.org

H. RIGHT TO REJECT

Clarkston School District reserves the right to reject any or all proposals, to waive informalities, and to reissue this RFQ as needed. All costs incurred in preparing a response to this RFQ are the responsibility of the proposing firm. Submitted qualifications become public record and property of the District per Washington State law.
