

# REQUEST FOR STATEMENTS OF INTEREST AND QUALIFICATIONS FOR ARCHITECTURAL SERVICES

North Boone Community Unit School District #200 is seeking Statements of Interest and Qualifications from architectural firms for assistance with a facility usage study of all District buildings. Initial projects may include implementing the findings of a facility study. The School District hopes to establish a long-term relationship with the selected firm as its District Architect.

Interested firms shall submit a concise statement of the firm's qualifications, which shall include the following information.

1. Completion of Architectural/Engineering Search Application
2. Provide a concise overview or description of how you would be able to assist the District with the following study objective:

## Facility Usage Study Objective

*The Board of Education is interested in preparing a multi-year master facility plan for all District buildings and athletic fields. No decisions have been made regarding the general direction the plan will take. The District owns seven buildings: four elementary schools, one middle school, one high school, and a transportation/administration facility. The goal is to guide not only areas of projected priorities but also compliance with life safety needs, and to develop a plan for capital investment and budgeting of the District's financial resources.*

The selection process will follow a qualifications-based selection procedure. Statements of Qualifications submitted will be reviewed, and a review committee will interview and/or meet with a minimum of three firms. Firms will be evaluated based on the following factors:

- Capability and approach to perform the range of services required
- Qualifications of the team submitted
- Relevant project experience, including statements from listed references
- History and depth of the firm
- Likelihood of developing a successful long-term relationship with the firm and the individual team members submitted

Statements of Qualifications will be due by 4 p.m. on Friday, October 31, 2025.

Submittals received after this deadline may not be considered. Request for additional information regarding the proposal should be directed to Dr. Matt Cascio, Superintendent.

Three copies of the Statements of Interest and Qualifications shall be submitted to:

Dr. Matt Cascio, Superintendent  
North Boone Community Unit School District 200  
6248 North Boone School Rd.  
Poplar Grove, IL 61065

### **Selection Time Table**

Listed below is a tentative timetable for the architect search/review process. This table is subject to change as we move through the process.

September 26, 2025 (Friday)	Mail RFQ to Architect Firms.
October 13, 2025 (Monday)	Tour of district with architects – Meet at Transportation/Administration Center (6248 North Boone School Road, Poplar Grove, IL 61065) at 8:30 a.m.
October 31, 2025 (Friday) by 4:00 p.m.	Due date for firms to submit completed RFQs.
November 1, 2025 – November 24, 2025	The District Committee will review the RFQ and select three firms to conduct interviews with.
End of November 2025	Schedule interviews.
December 2025	Conduct interviews with the district committee.
December 2025	Conduct on-site visits of three selected firms.
December 2025	The committee will make recommendations and enter into negotiations with the selected architect.
January 20, 2026	The Board of Education will approve the architect contract.

### **Description of North Boone CUSD #200**

North Boone CUSD #200 is located in Boone & Winnebago Counties and serves students from the villages of Poplar Grove, Capron, and the surrounding rural area. There are 1,430 students enrolled in grades pre-kindergarten through twelfth grade. There are three elementary (grades K-4), one intermediate school (grades 5-6), one middle school (grades 7-8), one high school (grades 9-12), and a transportation/admin facility. The District owns additional parcels of land that are currently farmland.

Although the growth of the school district has slowed, future enrollment projections and the current state of aging facilities indicate a need for an updated facility study. The North Boone High School is the newest school building in the District, built in 2004 with an addition added on in 2008. A Transportation/Administration facility was added in 2009. Other additions and renovations have been made to Poplar Grove Elementary (2008), North Boone Upper Elementary (2006), and North Boone Middle School (2008).

1. Cashman Stahler Group, Inc.  
1910 South Highland Avenue, Suite 310  
Lombard, Illinois 60148  
Stephen J. Cashman
2. Wold Architects & Engineers  
220 N. Smith Street, Suite 310  
Palatine, IL 60067  
Roger Schroepfer
3. Richard L. Johnson & Assoc.  
4703 Charles Street  
Rockford, IL 61108  
Richard Johnson
4. Larson & Darby  
4949 Harrison Ave., Suite 100  
Rockford, IL 61108  
Chris Anderson
5. 1919 Architects  
4000 Morsay Drive  
Rockford, IL 61107  
Zach Enderle
6. Wight & Company  
2500 North Frontage Rd.  
Darien, IL 60561  
Brad Paulsen
7. Dewberry  
132 North York Street, Suite 2C  
Elmhurst, IL 60126-3079  
Daniel Southwick
8. Healy Bender Patton & Been Architects  
4040 Helene Avenue  
Naperville, IL 60564  
David Patton
9. Eriksson Engineering Associates, LTD  
145 Commerce Drive, Suite A  
Grayslake, IL 60030  
Kevin Camino
10. Anderson McInnis Architects  
321 W. State St., Suite 803  
Rockford, IL 61101  
Joe Anderson (815) 871-9612
11. Cordogan Clark  
515 Redwood Drive  
Aurora, IL 60506  
Ann Tranter (630)774-8168

# North Boone

## *Community Unit School District 200*

*Dr. Matt Cascio, Superintendent*

September 26, 2025

Cashman Stahler Group, Inc.  
1910 South Highland Avenue, Suite 310  
Lombard, IL 60148  
Attn: Stephen J. Cashman

Dear Mr. Cashman:

The North Boone Community Unit School District is seeking Statements of Interest and Qualifications from architectural firms for assistance with a facility usage study of all District buildings. Your company has been identified as a potential candidate or interested party.

Please review the enclosed documents regarding the information that is being sought to begin this process. Included is a search application that has several areas to be addressed in your submission of interest and qualifications. Please include a copy of the completed application with your proposal.

If you have any questions, please don't hesitate to contact me. We look forward to hearing from you.

Sincerely,

Dr. Matt Cascio  
Superintendent

Enclosures