## Request for Qualifications (Registered Design Professional\*) State of Ohio Standard Forms and Documents

| Administration of | Project: | Local Agency |
|-------------------|----------|--------------|
|-------------------|----------|--------------|

| Project Name      | Statewide Slope Stabilization Assessments FY25-26 | Response Deadline       | 2/14/2025          | 4:00PM | local time |
|-------------------|---|-------------------------|--------------------|--------|------------|
| Project Location  | Various   | Project Number          | DNR-250055         |        |            |
| City / County     | Various / Various                                 | Project Manager         | Patrick Love       |        |            |
| Owner             | Ohio Department of Natural Resources              | Contracting Authority   | Local Agency       |        |            |
| Delivery Method   | N/A   | Prevailing Wages        | State              |        |            |
| No. of paper copi | es requested (stapled, not bound)0                | No. of electronic copie | es requested (PDF) | _      | 1          |

Submit the requested number of *Statements of Qualifications* (Form F110-330) directly to <a href="mailto:engineering@dnr.ohio.gov">engineering@dnr.ohio.gov</a>. See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to <a href="mailto:engineering@dnr.ohio.gov">engineering@dnr.ohio.gov</a> with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page on the OFCC website at <a href="http://ofcc.ohio.gov">http://ofcc.ohio.gov</a> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

#### **Project Overview**

#### A. Project Description

The Ohio Department of Natural Resources (ODNR), through the Division of Parks and Watercraft is responsible for the operation and management of Ohio State Parks. ODNR is seeking professional services to provide engineering assessment and planning of three (3) hill slips occurring at several locations near existing cabin sites at Lake Hope, Tar Hollow, and Pike Lake. At each slip site, the selected firm will assess current conditions, identify deficiencies, develop design alternatives with cost estimates, and prioritize the work for rehabilitation. These assessments will involve lead engineering services of an experienced engineering firm with large scale hill slips and rehabilitation strategies for future capital planning and investment. The hill slips at these sites have developed further over the last several years and are a continued concern for the surrounding area including future upgrades and renovations at adjacent cabins sites. Along with the hill slip study / assessments, ODNR is seeking to include design services for slip located at Pike Lake. ODNR may elect to amend contract to include construction administration services should funding allow.

ODNR has identified three (3) State parks associated with this project, two (2) parks are active and one (1) park, Tar Hollow, is partially closed until Spring of 2026 for roadway slip repairs and other improvements. The first park is Pike Lake State Park which is located at 1847 Pike Lake Road Bainbridge, OH 45612. Pike Lake State Park is a 587-acre facility in northwestern Pike County. The park includes a 13-acre lake just east of Pike Lake Road and the existing cabin locations. The second park included in the project is Tar Hollow State Park, which is located at 16396 Tar Hollow Road Laurelville, OH 43135, and the cabin structures near the slip are historically significant. Tar Hollow State Park is a twisting park with forest roads passing through deep ravines and dense woodlands in northeastern Ross County. The park includes a 15-acre lake for canoeing and row boating and includes a campground with cabins. The third park included in the project is Lake Hope State Park, which is located at 27331 State Route 278 McArthur, OH 45651. Lake Hope State Park is a 2,983-acre park that lies within the Zaleski State Forest in the valley of Big Sandy Run in northeastern Vinton County. The park's heavily forested region is marked by steep gorges and narrow ridges with remnants of abandoned mining and iron-producing industries.

Review of all regulatory and environmental regulations and permitting will be the responsibility of the A/E selected for this project. Archaeological assessments and US Army Corp of Engineers (USACE) coordination may be required depending on property type and location.

While ODNR anticipates centralized services from the selected Consultant at the ODNR Fountain Square complex at 2045 Morse Road, Columbus, Ohio 43229, travel will be necessary to complete the services. For the purposes of scoring proximity to project site, the ODNR Fountain Square complex will be considered the project site.

<sup>\* &</sup>quot;Registered Design Professional includes any architect holding a certificate issued under section 4703.10 of the Revised Code, any landscape architect holding a certificate issued under section 4703.36 of the Revised Code, or any engineer holding a certificate issued under section 4733.14 of the Revised Code." (Ohio Building Code section 4101:1-2-01 Definitions)

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#### B. Scope of Services

As mentioned above, the main scope of the project will provide assessments for the hill slips at the three (3) parks identified and for Pike Lake State Park, is seeking to include design services as part of the overall project scope. The scope of services to be performed by the selected firm will include, but is not limited to, verification of the existing slip(s); topographic surveys; performance of geotechnical soil borings and analysis; stormwater management analysis; structural and geotechnical design; performance of hydrologic, hydraulic and flood routing analyses; calculations and design for slope stabilization with engineering best practices; alternatives analysis and recommendations; cost estimating; preliminary design (Pike Lake); assessment of permitting requirements, cabin relocation alternatives/options, coordination with ODNR's ConServe Ohio sustainability plan and initiatives. Relevant historical reports, assessments, and/or as-built drawings will be provided only to short listed firms. Additional documentation will not be provided during the initial RFQ phase of the selection process.

The selected A/E, as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner and/or the Contracting Authority, the cost breakdown of the A/E Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Diversity, Growth & Equity (EDGE) Program as required by statute and the Agreement.

As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction, and Additional Services of all types.

Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <a href="https://ofcc.ohio.gov">https://ofcc.ohio.gov</a>.

For 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. Experience with site investigation, planning, and assessments, including recommendations for rehabilitation alternatives and associated cost estimates for slip-related projects.
- 2. Experience with hydrologic, hydraulic and flood routing analyses.
- 3. Experience with surveying for slip-related projects including topographic and boundary surveys.
- 4. Experience in slope stability design for future rehabilitation / construction.
- 5. Experience in stormwater management strategies related to hill slips, slope slips, or landslides.
- 6. Ability to manage subconsultants, service providers, studies, surveys, and design in an occupied State Park setting.
- 7. Experience with coordination and design at sites and structures with historical significance.
- 8. Experience with State of Ohio Capital projects processes including OAKS CI.
- 9. Experience with park facility design requirements and aesthetics at a State Park level.
- 10. Experience with public construction and working with state and/or other governmental agencies.

| C. Estimated Bud    | iget / Funding                 | D. | Anticipated Schedule                |         |
|---------------------|--------------------------------|----|-------------------------------------|---------|
| State Funding:      | \$1,107,000                    |    | Professional Services Start:        | 06 / 25 |
| Other Funding:      | <u>\$0</u>                     |    | Construction Notice to Proceed:     | mm / yy |
| Construction Cost:  | \$N/A                          |    | Substantial Completion of all Work: | mm / yy |
| Total Project Cost: | \$1,107,000                    |    | Professional Services Completed:    | 05 / 27 |
| E. Estimated Bas    | sic Fee Range (see note below) | F. | EDGE Participation Goal             |         |
|                     | TBD% to TBD%                   | Pe | rcent of initial Total A/E Fee:     | 5.0%    |

NOTE: **Basic Services** include: (1) Program Verification, (2) Schematic Design, (3) Design Development, (4) Construction Documents, (5) Bidding and Award OR GMP Proposal and Amendment (as applicable), (6) Construction Administration, and (7) Closeout services. The **Basic Fee** includes all registered design professional services and consultant services necessary for proper completion of the Basic Services, including validation of existing conditions (but not subsurface or hidden conditions) and preparation of cost estimates and design schedules for the project. The **Estimated Basic Fee Range** is calculated as a percentage of the **Estimated Budget for Construction Cost** above, including the Owner's contingency. **The Basic Fee excludes any Additional Services required for the project.** 

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| G. Basic Service Providers Required (see note below) | w) H. Additional Service Providers Required     |
|--|---|
| Lead A/E Discipline: Engineering                     | Geotechnical Engineering Services               |
| Secondary Civil Engineering                          | Environmental Engineering / Permitting Services |
| Disciplines: Surveying                               | Field Testing/Laboratory Services               |
| Architecture   | Archaeological Services                         |
|  | Geotechnical Drilling Services                  |
|  | Structural Engineering                          |
| <del></del>  | Hydrologic and Hydraulic Services               |

NOTE: The lead A/E shall be (1) any architect holding a certificate issued under section 4703.10 of the Revised Code, (2) any landscape architect holding a certificate issued under section 4703.36 of the Revised Code, or (3) any engineer holding a certificate issued under section 4733.14 of the Revised Code.

#### I. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- Previous experience compatible with the proposed project (e.g., type, size).
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed consultants.
- Qualifications and experience of individuals directly involved with the project.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Specification writing credentials and experience.
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.
- Approach to and success of using partnering and Alternative Dispute Resolution.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.
- The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

Interested A/E firms are required to submit the *Commitment to Participate in the EDGE Business Assistance Program* form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the A/E's team. The *Intent to Contract and to Perform* and / or waiver request letter and *Demonstration of Good Faith Effort* form(s) with complete documentation must be attached to the A/E's Technical Proposal. Both forms can be accessed via the OFCC website at <a href="https://ofcc.ohio.gov">https://ofcc.ohio.gov</a>. The *Intent to Contract and to Perform* form is again required at the Fee Proposal stage.

If the A/E firm intends to receive points for exceeding the EDGE Participation Goal, it must provide BOTH a completed *Commitment to Participate* form AND a completed *Statement of Intent to Contract and to Perform* forms signed by both parties with its *Statement of Qualifications*.

For all *Statements of Qualifications*, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

Interested A/E firms must indicate on their *Statement of Qualifications*, the locations where their services will be performed in the spaces provided or by attachment in accordance with the requirements of Executive Order 2019-12D related to providing services only within the United States and the requirements of Executive Order 2022-02D prohibiting purchases from or investment in any Russian institution or company. Failure to do so may cause their *Statement of Qualifications* to be rejected.

#### J. Submittal Instructions

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

Electronic submittals should be combined into <u>one</u> PDF file named with the project number listed on the RFQ and your firm's name. Use the "print" feature of Adobe Acrobat or similar software for creating a PDF rather than using a scanner. If

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possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

Paper copies of the *Statement of Qualifications*, if requested, should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

Facsimile copies of the Statement of Qualifications will not be accepted.

<u>Statements of Qualifications must be submitted electronically by email. Submittals are limited to one email with a maximum file size of 25 MB.</u>

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

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# Registered Design Professional Selection Rating Form State of Ohio Standard Forms and Documents

|                | Statewide Slope Stabilization Assessments FY25- |                  |  |
|----------------|---|------------------|--|
| Project Name   | 26  | Proposer Firm    |  |
| Project Number | DNR-250055                                      | City, State, Zip |  |

| Se  | lection Criteria   |   | Val    | ue         | Score |
|---|--|---|--------|------------|-------|
| 1.  | Primary Firm Location, Workload and Size (Maxi   | mum 10 points)                                    |        |            |       |
|   | Less than 125 miles 5  |   |        |            |       |
|   | a. Proximity of firm to project site   |   |        | )          |       |
|   | , , ,  | More than 150 miles                               | 0      |            |       |
|   | h. Amount of force accorded by Contracting Authority in  | Less than \$500,000                               |        | 2          |       |
|   | b. Amount of fees awarded by Contracting Authority in  | \$500,000 to \$1,000,000                          | 1      |            |       |
|   | previous 24 months   | More than \$1,000,000                             | C      | 0          |       |
|   |  | Less than 10 professionals                        | 1      | Max        |       |
|   | c. Number of licensed professionals  | 10 to 20 professionals                            | 2      | Max<br>= 3 |       |
|   |  | More than 20 professionals                        | 3      | = 3        |       |
| 2.  | Primary Firm Qualifications (Maximum 30 points)  |   |        |            |       |
|   | a. Project management lead   | Experience / ability of project manager to        | 0 - 10 |            |       |
|   | a. I Toject management lead  | manage scope / budget / schedule / quality        | 0 - 10 |            |       |
|   | b. Project design lead   | Experience / creativity of project designer to    | 0 - 10 |            |       |
|   |  | achieve owner's vision and requirements           | - 10   | 1          |       |
|   | c. Technical staff   | Experience / ability of technical staff to create | 0 - 10 | Max        |       |
|   |  | fully coordinated construction documents          |        | = 20       |       |
|   | d. Construction administration staff   | Experience / ability of field representative to   | 0 - 0  |            |       |
|   |  | identify and solve issues during construction     |        |            |       |
| 3.  | Key Consultant Qualifications (Maximum 20 poin   |   |        |            |       |
|   | a. Key discipline leads  | Experience / ability of key consultants to        | 0 -    | 15         |       |
|   | a. Ney discipline leads  | perform effectively and collaboratively           | 0 - 15 |            |       |
|   |  | One point for every 2 percent increase in         |        |            |       |
|   | b. Proposed EDGE-certified Consultant participation*   | professional services over the EDGE               | 0 - 5  |            |       |
|   |  | participation goal                                |        |            |       |
| 4.  | 4. Overall Team Qualifications (Maximum 10 points)   |   |        |            |       |
|   |  | Less than 3 sample projects                       | 1      | Mari       |       |
|   | a. Previous team collaboration   | 3 to 6 sample projects                            | 2      | Max        |       |
|   |  | More than 6 sample projects                       | 3      | = 3        |       |
|   | b. LEED** Registered / Certified project experience  | Registered LEED v4.0 or v4.1 projects             | 1      | Max        |       |
|   | b. LEED Registered / Certified project experience  | Certified LEED v4.0 or v4.1 projects              | 2      | = 2        |       |
|   | a. PIM project experience  | Training and knowledge                            | 1      | Max        |       |
|   | c. BIM project experience  | Direct project experience                         | 3      | = 3        |       |
|   | d. Team organization   | Clarity of responsibility / communication         | 0 - 2  |            |       |
|   | d. Team organization   | demonstrated by table of organization             |        |            |       |
| 5.  | Overall Team Experience (Maximum 30 points)  |   |        |            |       |
|   | a. Provinus team performance   | Past performance as indicated by                  | 0      | 10         |       |
|   | a. Previous team performance   | evaluations and letters of reference              | 0 - 10 |            |       |
|   |  | Less than 3 projects                              |        | 0 - 3      |       |
|   | b. Experience with similar projects / delivery methods   | 3 to 6 projects                                   | 4 - 6  |            |       |
|   |  | More than 6 projects                              | 7 - 10 |            |       |
|   | c. Budget and schedule management  | Performance in completing projects within         | 0 - 5  |            |       |
|   | o. Duagot and solicule management  | original construction budget and schedule         |        |            |       |
|   |  | Less than 3 projects                              | 0 - 1  |            |       |
|   | d. Knowledge of Ohio Capital Improvements process  | 3 to 6 projects                                   | 2 - 3  |            |       |
|   |  | More than 6 projects                              | 4 - 5  |            |       |
|   |  |   |        |            |       |
|   | Must be comprised of registered professional design consu  |   |        |            |       |
| i   | information on scoring this and other criteria refer to Document F199-01 - PS Selection Rating Rubric. |   |        | otal       |       |
| ** Leadership in Energy & Environmental Design administered by Green Business Certification Inc.™ |  |   | İ      |            | 1     |

Notes: **Evaluator:** Name Date Signature