

Request for Qualifications (Registered Design Professional*)

State of Ohio Standard Forms and Documents

Administration of Project: Local Agency

Project Name	<u>Statewide Boating Access-Inland</u>	Response Deadline	<u>7/1/2026</u>	<u>4:00pm</u>	local time
Project Location	<u>Statewide - Various</u>	Project Number	<u>DNR-270132</u>		
City / County	<u>Various / Various</u>	Project Manager	<u>Nic Sanna</u>		
Owner	<u>Ohio Department of Natural Resources</u>	Contracting Authority	<u>Local Agency</u>		
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>		
Publish Date	<u>6/12/2026</u>				

No. of paper copies requested (stapled, not bound) 0 No. of electronic copies requested (PDF) 1

* "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)

Submit the requested number of *Statements of Qualifications* (Form F110-330) directly to the Division of Engineering at engineering@dnr.ohio.gov. See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to the Division of Engineering at engineering@dnr.ohio.gov 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 <http://ofcc.ohio.gov> 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

As part of the Ohio Department of Natural Resources (ODNR) statewide marina and boating access program. The mission of the Ohio Department of Natural Resources (ODNR) Division of Parks & Watercraft is to provide exceptional outdoor recreation and boating opportunities by balancing outstanding customer service, education, protection and conservation of Ohio's state parks and waterways. This project will procure professional engineering services in the form of design, bidding and construction administration services for boating and recreational access improvements at various ODNR-operated parks and marinas statewide.

It is the intent of ODNR to award multiple A/E contracts through this selection process. The intent is to award 3 contracts aligned with the regions as outlined in the chart below. Each AE Contract is anticipated to include multiple bid packages which will be determined during the design process with the project team.

It is not anticipated to award more than one (1) contract per firm. Firms will be given preference to select their contracts listed below based upon scoring results. It is the intent of the contracting authority to offer the highest scoring firm first choice, second highest scoring firm will be offered the second choice, remaining contracts will be awarded by the same selection method. The contracting authority reserves the right to consider other factors in the award of the contract, including site location, workload, firm experience, and capabilities.

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 purpose of scoring proximity to project site, the ODNR Fountain Square complex will be considered the project site.

A list of projects is below.

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	Project Site	Facility	Anticipated Work	Anticipated Budget
Contract A Central and Southwest	Caesar Creek State Park	Marina	Address structural, anchoring, and utility deficiencies at the Caesar Creek Marina, where Hurricane Helene caused a rotation of the marina dock system. Review an existing 2025 assessment, evaluate current conditions, and design needed repairs or replacements for dock sections, anchoring systems, and utility systems	\$1,607,000.00
	East Fork State Park		Boat Ramp *Project executed as funding allows	\$2,800,000.00
	Delaware State Park		Boat ramp *Project executed as funding allows	\$600,000.00
	Kiser Lake State Park		Boat Ramp *Project executed as funding allows	\$1,000,000.00
	Rocky Fork State Park	East Shore Marina	Lighting and other improvements	\$525,000.00
	Rocky Fork State Park		Boat Ramp *Project executed as funding allows	\$1,100,000.00
Contract B Northwest	Grand Lake St Mary's State Park	East Bank Marina and assessment	Full replacement of the East Bank Marina, to include a new boat ramp, seawall, courtesy docks, and a restroom to enhance visitor amenities and safety. It will also include a comprehensive lake-wide assessment of ODNR boat launch sites to evaluate current use and long-term demand. The resulting master plan will guide future decisions on improving, consolidating, or decommissioning launch facilities to support resilient, efficient boating access across Grand Lake St. Mary's.	\$6,575,000.00
Contract C Southeast and East	Burr Oak State Park	Beach Rd. Seawall and boat launch	Rehabilitate deteriorated seawall and replace the adjacent shoreline sidewalk to improve structural stability, pedestrian safety, and long-term shoreline resilience at the Beach Road marina. Evaluate the boat launch ramp and courtesy docks for defects and provide design solutions for repair or replacement to meet modern durability, accessibility, and user-safety standards.	\$4,207,000.00
	Lake White State Park	Courtesy docks and boat launch	Replacement of aging shoreline timber boardwalk and pile-supported courtesy dock with new floating-style dock systems if funding allows, and to evaluate the existing launch ramp, abutments, and adjacent sidewalk for rehabilitation or full replacement.	\$500,000.00

As scope and associated costs are solidified, projects of similar types, scope and budget may be added or removed as ODNR initiatives and funding allow. The initial project list may be rebalanced or redistributed as ODNR sees fit.

B. Scope of Services

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.

All design and construction shall comply with the current editions of all applicable national, state, and local codes, as well as accessibility standards, including ADA, ICC A117.1, and the ABA Outdoor Developed Areas Guidelines. The selected firm shall apply for and obtain all necessary regulatory permits, maintain current estimates of probable construction costs

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through the design phase, and provide construction administration services. Permitting and/or coordination with United States Army Corps of Engineers (USACE), United States Fish and Wildlife Service (USFWS), ODNR Division of Wildlife, Ohio Environmental Protection Agency (OEPA), State Historic Preservation Office (SHPO), and the local floodplain administrators will be required. The selected firm will provide the engineering analysis and calculations needed to advance the design, including structural, geotechnical, and hydraulics engineering.

The Ohio Department of Natural Resources Division of Engineering has developed a set of design guidelines for construction projects. It is expected that all architects, engineers, consultants, and contractors will be familiar with these design guidelines which will serve as the preference for all construction projects when developing final project specifications. A complete set of current guidelines are available at <https://ohiodnr.gov/business-and-industry/services-to-business-industry/design-guidelines-all>.

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 scope and associated costs are solidified, projects of similar types, scope, and budget may be added or removed as ODNR initiatives and funding allow. Accordingly, the contract with the selected firm may be extended and amended to meet the goals of ODNR's Capital Improvements Program.

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 <https://ofcc.ohio.gov>.

During the construction period, provide not less than 16.0 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

As scope and associated costs are solidified, projects of similar types, scope, and budget may be added or removed as ODNR initiatives and funding allow. Accordingly, contracts with the selected firm may be extended and amended to meet the goals of ODNR's Capital Improvements Program.

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. Ability to design project scope within budget in current market conditions.
2. Experience working for State and/or other governmental agencies under professional services contracts.
3. Ability to manage design and construction projects in an occupied recreational facility.
4. Experience with stakeholder communications and public information associated with natural resource-related projects.
5. Experience in professional survey for civil projects including topographic, right of way and boundary surveys.
6. Experience with designing, permitting and construction administration for boating access and marina improvements.
7. Experience with designing ADA boating facilities, including boat ramps, docks, marinas and other facilities.
8. Experience designing work for construction below normal lake levels.
9. Ability to manage design and construction projects with multiple sites under one contract.
10. Experience managing State of Ohio contract documents and OAKS CI.

C. Estimated Budget / Funding

State Funding:	<u>\$18,914,000.00</u>
Other Funding:	<u>\$0.00</u>
Construction Cost:	<u>\$16,142,120.00</u>
Total Project Cost:	<u>\$18,914,000.00</u>

D. Anticipated Schedule

Professional Services Start:	<u>10 / 26</u>
Construction Notice to Proceed:	<u>02/28</u>
Substantial Completion of all Work:	<u>05 / 30</u>
Professional Services Completed:	<u>05 / 31</u>

E. Estimated Basic Fee Range (see note below)

6.0% to 8.0%

F. EDGE Participation Goal

Percent 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

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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.**

G. Basic Service Providers Required (see note below)

Lead A/E Discipline: Engineering

Secondary Select Primary Discipline

Disciplines: Civil Engineering

Surveying

Structural Engineering

Enter Secondary Discipline

Enter Secondary Discipline

H. Additional Service Providers Required

Geotechnical Services

Environmental Engineering

Cultural Resource Services

Construction Administration

Construction Testing

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(es), 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 <https://ofcc.ohio.gov>. 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* form signed by both parties with its *Statement of Qualifications*.

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

Interested A/E firms shall provide a plan outlining how they will integrate design and construction documents with ODNR's GIS database and asset inventory.

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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 <https://ofcc.ohio.gov>.

Electronic submittals, if requested, should be combined into one PDF file named with the project number listed on the RFQ and 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. In Acrobat, go to Advanced, then PDF Optimizer. **Electronic submittals are limited to a maximum file size of 25 MB.**

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.

CD/DVD copies of the *Statement of Qualifications*, if requested, should have the sleeve labeled with the project number and firm name, followed by "SOQ".

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

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.

Registered Design Professional Selection Rating Form

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Project Name Statewide Boating Access - Inland Proposer Firm _____
 Project Number DNR-270132 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 125 miles	5	
	125 miles to 200 miles	2	
	More than 200 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$2,000,000	2	
	\$2,000,000 to \$5,000,000	1	
	More than \$5,000,000	0	
c. Number of licensed professionals	Less than 5 professionals	1	Max = 3
	5 to 10 professionals	2	
	More than 10 professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 4 sample projects	1	Max = 3
	4 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered LEED v4.0 or v4.1 projects	1	Max = 2
	Certified LEED v4.0 or v4.1 projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 4 projects	0 - 3	
	4 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 4 projects	0 - 1	
	4 to 6 projects	2 - 3	
	More than 6 projects	4 - 5	
* Must be comprised of registered professional design consulting firms and NOT the lead firm - For more information on scoring this and other criteria refer to Document F199-01 - PS Selection Rating Rubric . ** Leadership in Energy & Environmental Design administered by Green Business Certification Inc.™		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____