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

Administration of Project: Local Agency

Project Name	Deer Creek and Scioto Trail Water and Wastewater	Response Deadline	10/30/26 4pm local time
Project Location	Various	Project Number	DNR-270011
City / County	Various / Various	Project Manager	Eric Moser
Owner	Ohio Department of Natural Resources	Contracting Authority	Local Agency
Delivery Method	General Contracting	Prevailing Wages	State
Publish Date	**10/8/2026**		

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 **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 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

The Ohio Department of Natural Resources (ODNR) owns and operates water and wastewater treatment, distribution and collection systems throughout the State of Ohio. ODNR is requesting Statements of Qualifications (SOQs) from professional engineering firms for full design and construction administration services related to wastewater infiltration and inflow at Deer Creek State Park and waterline distribution improvements at Scioto Trail State Park.

Deer Creek State Park recently made improvements to the wastewater treatment system. ODNR suspects that the collection system is taking on water from rain events as the flows in the wastewater treatment plant exceed what we would expect. ODNR is seeking a qualified engineering partner to evaluate, design, and oversee construction of rehabilitation/replacements of failing sections of the wastewater collection infrastructure to reduce infiltration and inflow.

Scioto Trail State Park/State Forest has an aging waterline that requires frequent unplanned repairs and has performance limitations and maintenance concerns. ODNR is seeking a qualified engineering partner to evaluate, design, and oversee construction of upgraded waterline infrastructure that enhances system reliability, capacity, and long-term sustainability for State Park and Forestry Operations on the property.

Phased construction efforts to maintain maximum possible occupancy levels need to be considered throughout the design process.

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.

Early lifecycle cost analysis will be needed to identify the feasibility and best value of identified alternatives and recommendations.

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 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.

B. Scope of Services

The selected firm will commence upon award of the Agreement with the development of a Program of Requirements. 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.

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.

As required by the Agreement, and as properly authorized, provide the following categories of services: Program of Requirements, 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 https://ofcc.ohio.gov.

During the construction period, provide not less than 8 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.

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 in water/wastewater system assessments and rehabilitation.
2. Experience in wastewater treatment design, plant demolition, and collection system design.
3. Experience in water system treatment and distribution design.
4. Knowledge of Ohio EPA Laws and Rules and familiarity with regulatory and permitting agencies having authority over water/wastewater related projects.
5. Construction administration and construction estimating experience with similar type projects.
6. Experience in professional survey for heavy civil projects including topographic, right of way and boundary surveys.
7. Experience designing electrical support systems and back-up generator systems to serve existing facilities in remote areas.
8. Experience with regional connections, including negotiations and development agreements.
9. Experience with life cycle cost analysis on water/wastewater systems and associated components.
10. Familiarity with the State of Ohio Capital Management System (OAKS CI).

C. Estimated Budget / Funding

State Funding:	$2,000,000
Other Funding:	$0
Construction Cost:	$1,700,000
Total Project Cost:	$2,000,000

D. Anticipated Schedule

AE Interview Date:	Click to Select Date
Professional Services Start:	03 / 27
Construction Notice to Proceed:	04 / 28
Substantial Completion of all Work:	05 / 29
Professional Services Completed:	06 / 30

E. Estimated Basic Fee Range (see note below)

7% to 9%

F. EDGE Participation Goal

Percent of initial Total A/E Fee: 5.0%

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)		H. Additional Service Providers Required
Lead A/E Discipline:	Engineering	Surveying
	Architecture or Engineering	Geotechnical Services
Secondary	Civil Engineering	Environmental Services
Disciplines:	Plumbing Engineering	Cultural Services
	Electrical Engineering	Special Inspections OBC 17
	Select Secondary Discipline	Hazardous Material Services
	Select Secondary Discipline	Program of Requirements
	Select Secondary Discipline	Utility Line Iinvestigation (Camera, Hydrovac, Etc.)
	Select Secondary Discipline	
	Enter Secondary Discipline	
	Enter Secondary Discipline	

Basic and Additional Services Notes:

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.

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.

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

Interested A/E firms are required to address how they will implement Building Information Modeling ("BIM") on the project, experience and level of training of staff related to BIM, incorporation of team partners that have previous BIM experience, and an understanding of collaborative BIM processes, including but not limited to the *State of Ohio BIM Protocol* available at the OFCC website at https://ofcc.ohio.gov.

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 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: 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
State of Ohio Standard Forms and Documents

Project Name Deer Creek and Scioto Trail Water Wastewater
Project Number DNR-0270011
Proposer Firm _____
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 50 miles	5		
	50 miles to 100 miles	2		
	More than 100 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 10 professionals	1	Max = 3	
	10 to 20 professionals	2		
	More than 20 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		
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	Max = 20	
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 3 sample projects	1	Max = 3	
	3 to 6 sample projects	2		
	More than 6 sample projects	3		
b. BIM project experience	Training and knowledge only	1 - 2	Max = 5	
	Direct project experience	3 - 5		
c. 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 3 projects	0 - 3		
	3 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 3 projects	0 - 1		
	3 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.		**Subtotal**		

Notes:

Evaluator:

Name _____

Signature _____ Date _____