

Request for Qualifications (Registered Design Professional*)

State of Ohio Standard Forms and Documents

Administration of Project: Local Agency

Project Name	Muskingum River Lock and Dam Phased Improvements FY 27/28	Response Deadline	July 1, 2026	4:00pm	local time
Project Location	Muskingum River Parkway	Project Number	DNR-270133		
City / County	Various / Various	Project Manager	Tim Campbell		
Owner	Ohio Department of Natural Resources	Contracting Authority	Local Agency		
Delivery Method	CM at Risk	Prevailing Wages	State		
Publish Date	Entered By Procurement				

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 engineering@dnr.ohio.gov. See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to 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

Professional engineering services are being requested to provide investigation, design, permitting, and construction administration for continued Interim Risk Reduction Measures (IRRM) to improve the various lock and dam structures that make up the Muskingum River Parkway.

A series of eleven low-head dams with accompanying locks were constructed by the State of Ohio between 1836 and 1841 as part of the Muskingum River Improvement System. The original purpose of the system was to assist commercial freight navigate the river. The U.S. Army Corps of Engineers (USACE) assumed responsibility for the eleven locks and dams in 1887 and performed a significant reconstruction of the system in the 1890s. The USACE maintained the structures until the 1950s when responsibility for the system was returned to the State of Ohio. Muskingum River Lock and Dam No. 1 at Marietta was removed by the USACE in the late 1960s in response to the construction of the USACE-owned Belleville Lock and Dam on the Ohio River.

The Ohio Department of Natural Resources (ODNR) currently owns and operates the series of ten locks and dams as a state park, known as the Muskingum River Parkway. The locks are currently operated primarily for recreational boaters. The intended future use of the system is for recreational navigation along the river system while also preserving the historical significance of the locks and dams to the extent practical.

No.	STRUCTURE NAME	LOCK TYPE	DAM TYPE
5	Luke Chute	Concrete / Sandstone Masonry on Bedrock	Timber Crib on Bedrock
6	Stockport	Sandstone Masonry on Bedrock	Timber Crib on Bedrock
8	Rokeby	Sandstone Masonry on Sand / Gravel / Timber	Timber Crib on Sand / Gravel
9	Philo	Concrete / Sandstone Masonry on Unknown	Timber Crib on Bedrock

Construction Manager at Risk services will be procured under a separate contract.

All aspects of the project and related issues will be implemented and operated consistently with the Contracting Authority and/or Owner's policies and procedures.

Request for Qualifications (Registered Design Professional) continued

The successful design team will be awarded based upon scoring results and qualifications. The Contracting Authority reserves the right to consider other factors including site locations, workload, firm experience and capabilities. 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.

B. Scope of Services

The selected firm shall use a recently completed assessment and facility master plan of the Muskingum River Parkway Lock and Dam system to evaluate the proposed alternatives and develop final IRRM designs to improve the various lock and dam structures that make up the Muskingum River Parkway. The lock work may include the rehabilitation or replacement of miter gates, sandstone masonry / concrete, valves, trash gates, floors and associated site work. The dam work may include the rehabilitation or replacement of abutments, timber cribbing, erosion protection, and caps. As part of these services, the selected firm will also coordinate with the CMR to implement a series of internal inspections of the timber crib structures throughout the system.

Initial project sites to be included in this project are Luke Chute Dam No. 5, Stockport Dam No. 6, Rokeby Dam No. 8, and Philo Dam No. 9. The selected firm's agreement may be extended and amended to add scope of work (if additional funding becomes available).

Relevant historical reports, assessments, inspections, programmatic agreement documents, and as-built drawings will be provided only to shortlisted firms. Additional documentation will not be provided during the initial RFQ phase of the selection process.

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 firm shall apply for and obtain all necessary regulatory permits, assist with addressing downstream/upstream impacts and environmental issues, maintain current estimates of probable construction costs through the design phase, and assist with bidding and construction administration services. All work shall be performed in compliance with all applicable regulatory requirements, including Ohio Dam Safety rules and regulations. The A/E shall also be responsible for ensuring compliance with the Programmatic Agreement between Ohio Historical Preservation Office, US Army Corps of Engineers, and ODNR. This includes facilitating any mitigation required under the Programmatic Agreement or other regulatory permits.

For the purposes of this selection process, the distance from site shall be determined by the distance from Zanesville, Ohio.

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 Architect/Engineer Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Growth, Diversity & 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, GMP Proposal and Amendment, 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 40 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 with design and construction administration of large Ohio River Basin projects (dams, bridges, locks).
2. Experience with design and construction administration of historical lock-related projects.

Request for Qualifications (Registered Design Professional) continued

- 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 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

State of Ohio Standard Forms and Documents

Project Name Muskingum River Lock and Dam Phased Improvements FY 27/28 Proposer Firm _____
 Project Number DNR-270133 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 100 miles	5	
	100 miles to 150 miles	2	
	More than 150 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$1,000,000	2	
	\$1,000,000 to \$2,000,000	1	
	More than \$2,000,000	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	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 3 sample projects	1	Max = 3
	3 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 6 projects	0 - 3	
	6 to 8 projects	4 - 6	
	More than 8 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 6 projects	0 - 1	
	6 to 8 projects	2 - 3	
	More than 8 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	
** Leadership in Energy & Environmental Design administered by Green Business Certification Inc.™			

Notes:

Evaluator:

Name _____

Signature _____ Date _____