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

Administration of Project: Local Agency

Project Name	LorCI - Lift Station Sanitation Replacement	Response Deadline	10/28/2026 2:00 pm local time
Project Location	Lorain Correctional Institution	Project Number	DRC-27L207
City / County	Grafton / Lorain	Project Manager	Kevin A. Pierce
Owner	Ohio Department of Rehabilitiation & Correction	Contracting Authority	Local Agency
Delivery Method	General Contracting	Prevailing Wages	State
Publish Date	**9/30/2026**		

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 Elizabeth Lowery at drc.camsrfq@drc.ohio.gov . See Section J of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

Lorain Correctional Institution (LorCI) is a correctional facility operated by the Ohio Department of Rehabilitation and Correction located at 2075 South Avon-Belden Road Grafton, OH 44044. Opened in 1990, LorCI is located on 111 acres and houses approximately 1,200 incarcerated persons.

The existing preliminary wastewater treatment system is not consistently handling the demands of the facility. This is an essential system as the wastewater leaves this facility and goes to the local municipality's wastewater treatment facility. Excess trash and debris and increased flow are affecting the abilities of the current macerator, screw conveyor, lift and pump stations. Professional Engineering services are requested to evaluate the current wastewater flows coming out of the facility and design a new preliminary wastewater treatment system capable of effectively handling the demand.
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B. Scope of Services

Upon award of the Agreement, commence by developing the 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.

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 https://ofcc.ohio.gov.

During the construction period, provide not less than 6 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 wastewater treatment plant condition assessment
2. Experience in wastewater treatment plant design
3. Estimating experience with wastewater systems
4. Knowledge of Ohio EPA Laws and regulatory permitting agencies that have authority over wastewater related projects
5. Ability to design project scope within budget in current market conditions
6. Experience with construction administration in a correctional facility
7. Past experience working with Ohio Department of Rehabilitation and Correction
8. Experience in utilizing OAKS-CI, the State of Ohio Capital Management System

C. Estimated Budget / Funding

State Funding:	$3,000,000.00
Other Funding:	$0.00
Construction Cost:	$2,700,000.00
Total Project Cost:	$3,000,000.00

D. Anticipated Schedule

Professional Services Start:	02 / 27
Construction Notice to Proceed:	09 / 27
Substantial Completion of all Work:	08 / 28
Professional Services Completed:	11 / 28

E. Estimated Basic Fee Range (see note below)

6% to 8%

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 **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)		**H. Additional Service Providers Required**
Lead A/E Discipline:	Engineering	Environmental Engineering
Secondary	Select Primary Discipline	Quality Assurance Testing
Disciplines:	Civil Engineering	
	Mechanical-Electrical-Plumbing Eng.	
	Select Secondary Discipline	
	Select Secondary Discipline	
	Select Secondary Discipline	
	Select Secondary Discipline	
	Select Secondary Discipline	
	Enter Secondary Discipline	
	Enter Secondary Discipline	

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 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 LorCI - Lift Station Sanitation Replacement
Project Number DRC-27L207
Proposer Firm
City, State, Zip Grafton, Ohio, 44044

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 $100,000	2		
	$100,000 to $500,000	1		
	More than $500,000	0		
c. Number of licensed professionals	Less than 4 professionals	3	Max = 3	
	4 to 8 professionals	2		
	More than 8 professionals	1		
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 - 10	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 - 5		
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	0	Max = 0	0
	Certified LEED v4.0 or v4.1 projects	0		
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 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 2 projects	0 - 1		
	2 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