

Liberty Township Trustees
Delaware County, Ohio

Request for Qualifications (RFQ) for Architect
To Design a New Township Hall and a New Township Maintenance Facility

Project Name: New Township Hall and New Township Maintenance Facility
("Project")

Owner/Contracting Authority: Board of Trustees
Liberty Township, Delaware County, Ohio ("Owner")

Project Site/Location: Township Hall
7798 North Liberty Rd. (adjacent to existing Y)
Powell, Ohio 43065
Township Maintenance Facility
2845 Home Rd. (adjacent to existing office)
Powell, Ohio 43065

Format: Statements of Qualifications shall be submitted in the following format:

Number of copies (stapled, not bound):	5
Number of electronic copies (.pdf on flash drive):	1
Paper size:	8 ½" x 11"
Number of pages per copy:	Not to exceed 15, one sided only.

Submission

Response Deadline: April 26, 2021 at 12:00 pm local time (Eastern Standard Time). It is the responsibility of the person submitting to be sure statements are received by this deadline. Statements received after this deadline shall not be considered.

Submission: Liberty Township Trustees
c/o Mike Schuiling
10104 Brewster Ln.
Powell, Ohio, 43065

Packaging: Sealed opaque envelope (separate from mailing envelope) clearly labeled on the front:

“Statement of Qualifications – New Township Hall & Service Center”

General Description of the Project:

Township Hall: The Owner is looking to build a new single story, wood frame, cement board sided Township Hall. The structure will be approximately 6500 square feet in size. The project construction budget is approximately 1.6 million dollars (\$1,600,000).

Service Center: The Owner is looking to build four (4) new structures. One will be a heated maintenance garage and office structure. It will be heated only and contain associated electric and plumbing. The structure will be a slab-on-grade, clear span, pre-engineered steel frame building approximately 80’ x 100’. The next two structures will be identical cold storage type buildings, approximately 60’ x 90’ each. They will be slab-on-grade, clear span, pre-engineered steel frame buildings. They are to be unheated. The fourth structure will be a wood frame structure approximately 40’ x 60’. It is a materials storage building with one open side.

These structures are intended to be grouped around a central paved and concrete apron area. Site lighting will be required. The project construction budget for this work is approximately 1.2 million dollars (\$ 1,200,000).

Communications Restrictions: Please note the following policy concerning communication between consultants and Liberty Township during the announcement and selection process:

During the time period between advertisement and the announcement of final consultant selection, communication with consultants (or their agents) shall be limited as follows:

Communications which are strictly prohibited:

Any discussions or marketing activities related to this specific project.

Allowable communications include:

Technical or scope of services questions specific to the project or RFQ requirements.

Requirements for Statements of Qualifications:

Statements of Qualifications are for a Project Architect and shall include the following:

- History of the design professional firm;
- Location of the firm and distance to Project Site/location;
- Description of the firm's facilities and equipment;
- Names and experience of the firm's owners, principals and key personnel in the firm.
- Names, education, technical training, experience, and any specific technical expertise of the project architect assigned to this project, other architects and design professionals, and other key technical personnel to be assigned to this project;
- Previous work performed for the Owner;
- Previous work performed for other townships.
- References.

Ranking and Negotiations: As required by Ohio Revised Code 153.65-73, responding firms' statements of qualifications will be evaluated and ranked in order of their qualifications. Following this evaluation, the Owner will enter contract negotiations with the most highly qualified firm.

Source of Funding: Funding for the Township Hall will be provided by the General Fund. Funding for the Service Center will be by the Road, Gas Tax and MVL Tax Funds.

Project Schedule:

Design and construction to immediately follow design professional selection.

Construction to begin October 1, 2021

Construction complete by May 1, 2022

Please publish one time on April 10 , 2021.

Please send proof of publication to:

Liberty Township Trustees

c/o Mike Schuiling

2845 Home Road

Powell, Ohio 43065