



REQUEST FOR QUALIFICATIONS

Engineering Design Services for the Perfect Creek Park, Parking Lot and Pedestrian Bridge Project

Date: January 14, 2026

Section I – GENERAL NOTICE

- A. Owner: Preservation Parks of Delaware County (PPDC)
2656 Hogback Road
Sunbury, Ohio 43074
- Project: Engineering Design Services for Perfect Creek Park, Parking Lot and Pedestrian Bridge Project
- B. Questions regarding this Request for Qualifications shall be directed to: Matt Simpson at (740) 524-8600 ext. 102 or by email to: msimpson@preservationparks.com
- C. Submittal Due Date: February 4, 2026, 3:00 PM

Section II – PROJECT DESCRIPTION

This project consists of engineering design, permitting and final construction documents for two parking areas and three pedestrian bridges at Perfect Creek Park. The park entrance drives and parking lots will be located on the north and south sides of North Old 3C Road and will accommodate approximately 50 and 30 parking spaces. The three pedestrian bridges will span Perfect Creek and Dry run. The bridges are anticipated to be pre-engineered, pre-fabricated steel structures. This project includes bidding and construction administration services.

Project Location: 13466 North Old 3C Road
Sunbury, OH 43074

Section III – PROJECT REQUIREMENTS

- A. Scope of Work
1. Topographic survey of existing features, structures, utilities, trees and tree lines, drainage features, creeks and wetlands in the project limits.
 2. Provide subsurface soil borings, engineer report and recommendations pertaining to proposed driveway and parking area pavements and pedestrian bridge foundations.

3. Conduct site visits to review and collect existing conditions information and become thoroughly familiar with the site.
4. Attend an on-site kickoff meeting and periodic design review meetings with PPDC staff. Respond to staff review comments.
5. Prepare complete engineering plans including site layout, grading, erosion control plans, profiles, sections, notes and details, etc.
6. Prepare Project Manual and technical specifications.
7. Provide structural design of bridge foundations and coordinate with pre-engineered, prefabricated steel pedestrian bridge supplier.
8. Provide design for trails directly adjacent to the parking lots and bridges and a pedestrian crosswalk at North Old 3C Road.
9. Incorporate cost-effective, low-impact design strategies that protect water quality and preserve nearby aquatic habitats.
10. Coordinate all park improvements with Delaware County Engineer, Trenton Township, Ohio EPA, and other relevant jurisdictions to obtain required approvals and permits.
11. Prepare an itemized construction cost opinion at 30%/60/95% stages of completion.
12. Deliver PDF of final plans, details, specifications, cost estimate, etc to PPDC.
13. Bidding assistance- develop bid documents including bid forms, advertisement, contract, general conditions, specifications, etc and attend pre-bid meeting. Respond to bidder questions, issue addenda and provide recommendation for construction contract award.
14. Construction Services- Assist with issuing construction contract; reviewing construction schedule, shop drawings, product data and other submittals; respond to contractor questions, attend regular progress meetings, observe progress for conformance to the plans; review pay applications and change orders, etc

Section IV - PROJECT SCHEDULE

Statement of Qualifications Due	February 4, 2026
Consultant selection and Negotiation of Fees	February 13, 2026
Project Award and Commencement of Services.....	April, 2026
Final Engineering Plans Complete	October 1, 2026
Bidding and construction services.....	January-August 2027

Section V - OWNER'S RESPONSIBILITY

1. Provide current Master Plan and engineering design and other pertinent information available
2. Assign a Project Manager to the project
3. Coordinate site visits and review meetings
4. Timely review of design submittals

Section VI – SUBMITTAL REQUIREMENTS

1. Firm/project team's profile and applicable services provided
2. Qualifications of Project Manager and key individuals who will be involved in this project
3. Experience with similar park entrance drive, parking lot, and pedestrian bridges projects
4. Project approach
5. Client references
6. Proposed project schedule
7. Response to Sustainability and Environmental Responsibility Form (attached)

Section VII - SUBMISSION OF QUALIFICATIONS

Submittals shall be no more than 40 single sided pages or 20 double sided pages. Deliver one (1) hard copy of the submittal and an electronic PDF file to:

Matt Simpson
Sr. Park Planner
Preservation Parks of Delaware County
2656 Hogback Road
Sunbury, OH 43074
msimpson@preservationparks.com

Section VIII - EVALUATION CRITERIA

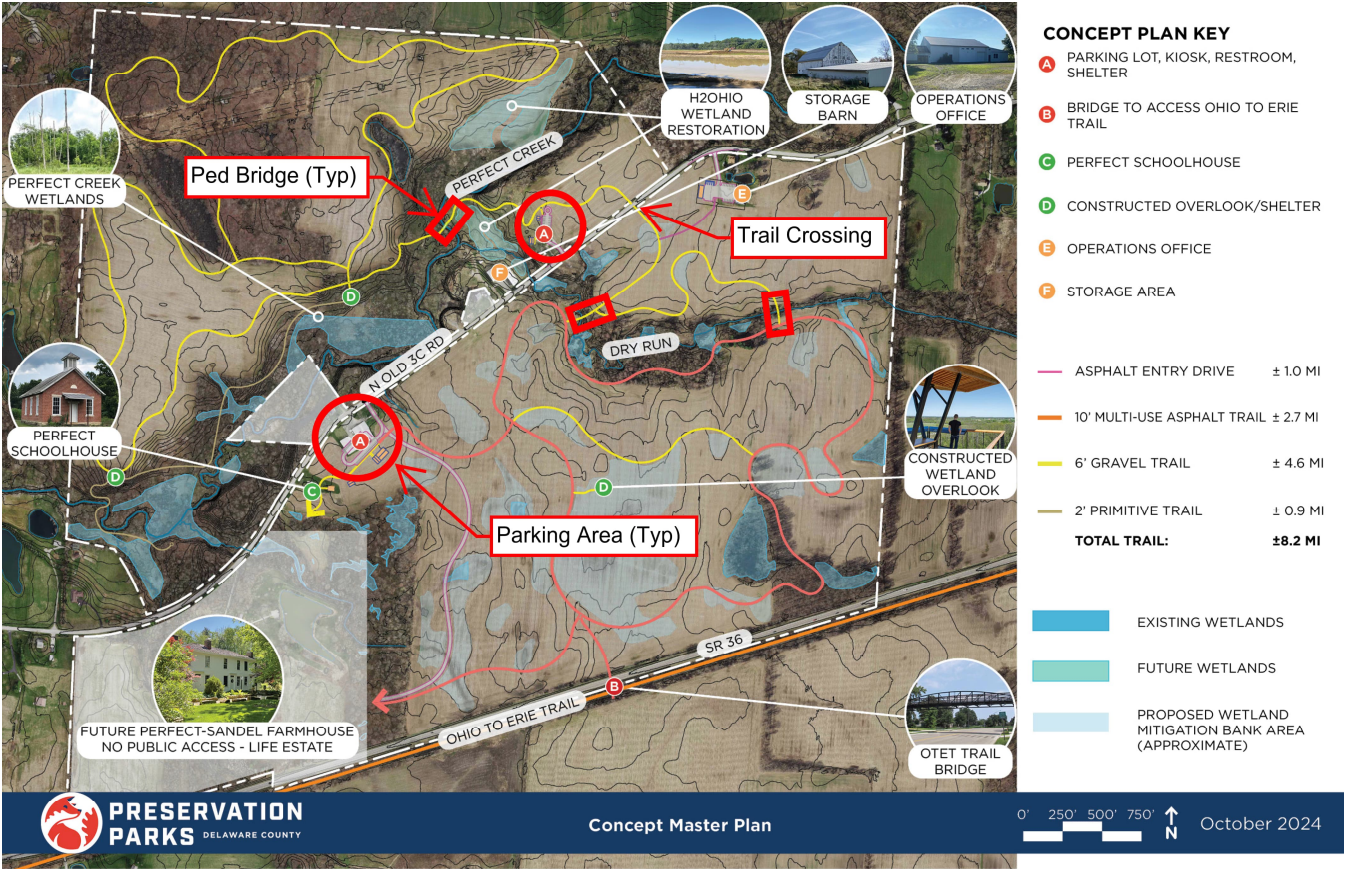
The following criteria will be the basis on which consultants will be selected for further consideration (in no particular order):

1. Team organization and applicable services provided
2. Qualifications of the Project Manager and key personnel directly involved with this project, including sub-consultants
3. Experience with similar parking lot and pedestrian bridge projects
4. Project approach
5. Client references
6. Project schedule
7. Response to Sustainability and Environmental Responsibility Form
8. Other factors relevant to the project

Section IX – OWNERSHIP OF DOCUMENTS:

Drawings, specifications, reports, electronic files, renderings, copyrights, and all other documents to be prepared and furnished by the Consultant for this project are the sole property of PPDC whether the project for which they are made is executed or not, and may be used by PPDC as it sees fit. If such documents are used on another project, or for another purpose by PPDC, the Consultant shall not be responsible for such use, and shall not receive additional compensation.

Perfect Creek Park Concept Master Plan



**PRESERVATION PARKS DELAWARE CO. SUSTAINABILITY AND ENVIRONMENTAL
RESPONSIBILITY FORM**

Preservation Parks Delaware Co. (Preservation Parks), is committed to the preservation and protection of the natural environment. As part of that commitment, Preservation Parks seeks to contract with firms and suppliers who can demonstrate that they employ sustainable and environmentally responsible practices. Such practices include, but are not limited to:

- The use of recycled materials;
- The use of biodegradable materials;
- The use of environmentally friendly packaging and shipping practices;
- The use of energy conservation technologies and products;
- The use of water efficiency technologies and projects;
- The provision of locally sourced materials in order to minimize shipping; and
- Similar practices that promote a healthy environment.

Please identify any sustainable and environmentally responsible practices employed by your firm or that will be employed in performing your contract with Preservation Parks. Such information may be taken into account in the award of any contract or the purchase of any materials and equipment in Preservation Parks' sole discretion:
