



REQUEST FOR QUALIFICATIONS

Survey, Architectural and Engineering Design Services for Eagle Ridge Park Shelter, Restroom, and Pedestrian Bridge Project

Date: September 23, 2026

Revised: September 24, 2026

Section I – GENERAL NOTICE

- A. **Owner:** Preservation Parks of Delaware County (PPDC)
2656 Hogback Road
Sunbury, Ohio 43074
- B. **Questions** regarding this Request for Qualifications shall be directed to Kerry Gerich at (740) 524-8600 ext. 112 or by email to: kgerich@preservationparks.com
- C. **Submittal Due Date:** October 16, 2026, 3:00 PM

Section II – PROJECT DESCRIPTION

Preservation Parks is seeking architectural and engineering services to design the improvements identified in the Eagle Ridge Park Master Plan. The project includes a new seventy-five person accessible picnic shelter, an ADA-compliant restroom building, and approximately seventy foot pedestrian bridge over Lazarus Run. Services will encompass survey, design development, construction documents, bidding assistance, and construction administration.

Project Location: 274 Winter Road
Delaware, OH 43015

Section III – PROJECT REQUIREMENTS

A. Scope of Work

1. Attend an on-site kickoff meeting and periodic design review meetings with PPDC staff. Respond to staff review comments.
2. Provide project schedule.
3. Topographic survey suitable for the design of the restroom, shelter, pedestrian bridge and all necessary utilities and connections.
4. Geotechnical services to include subsurface soil borings, engineer report and recommendations pertaining to shelter, restroom and pedestrian bridge foundations.
5. Prepare complete architectural and engineering plans at 30%/60%/90% and Bid Set. Including site layout, grading, erosion control plans, sections, notes and details, etc.
6. Provide structural design of bridge foundations, superstructure and coordinate with bridge supplier or fabricator as needed.

7. Incorporate cost-effective, low-impact design strategies that protect water quality on conservation easement and results in a high performing “green” building.
8. Provide color illustrative renderings at 30% Design Development and 90% Design Development. (for promotional purposes)
9. Prepare an itemized construction cost opinion at 30%/60%/90% stages of completion.
10. Coordinate all park improvements with City of Delaware, Delaware County Engineer, Ohio EPA, and other relevant jurisdictions to obtain required approvals and permits.
11. Bidding assistance- Develop bid package project manual including bid forms, advertisement, contract, general conditions, technical specifications, etc and attend pre-bid meeting. Respond to bidder questions, issue addenda and provide recommendation for construction contract award.
12. Deliver PDF of final plans, details, specifications, cost estimate, etc to PPDC.
13. Construction Administration- 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 and specification; review pay applications and change orders, etc.

Section IV - PROJECT SCHEDULE

Statement of Qualifications Due	October 16, 2026
Consultant selection and Negotiation of Fees	November 20, 2026
Project Award and Commencement of Services	December 2026
Final Architectural and Engineering Plans Complete	July 30, 2027
Bidding and construction services.....	August 2027-March 2028

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 shelters, restrooms 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 electronic PDF file to:

Kerry Gerich
Project Manager
Preservation Parks of Delaware County
2656 Hogback Road
Sunbury, OH 43074
kgerich@preservationparks.com

Section VIII - EVALUATION CRITERIA

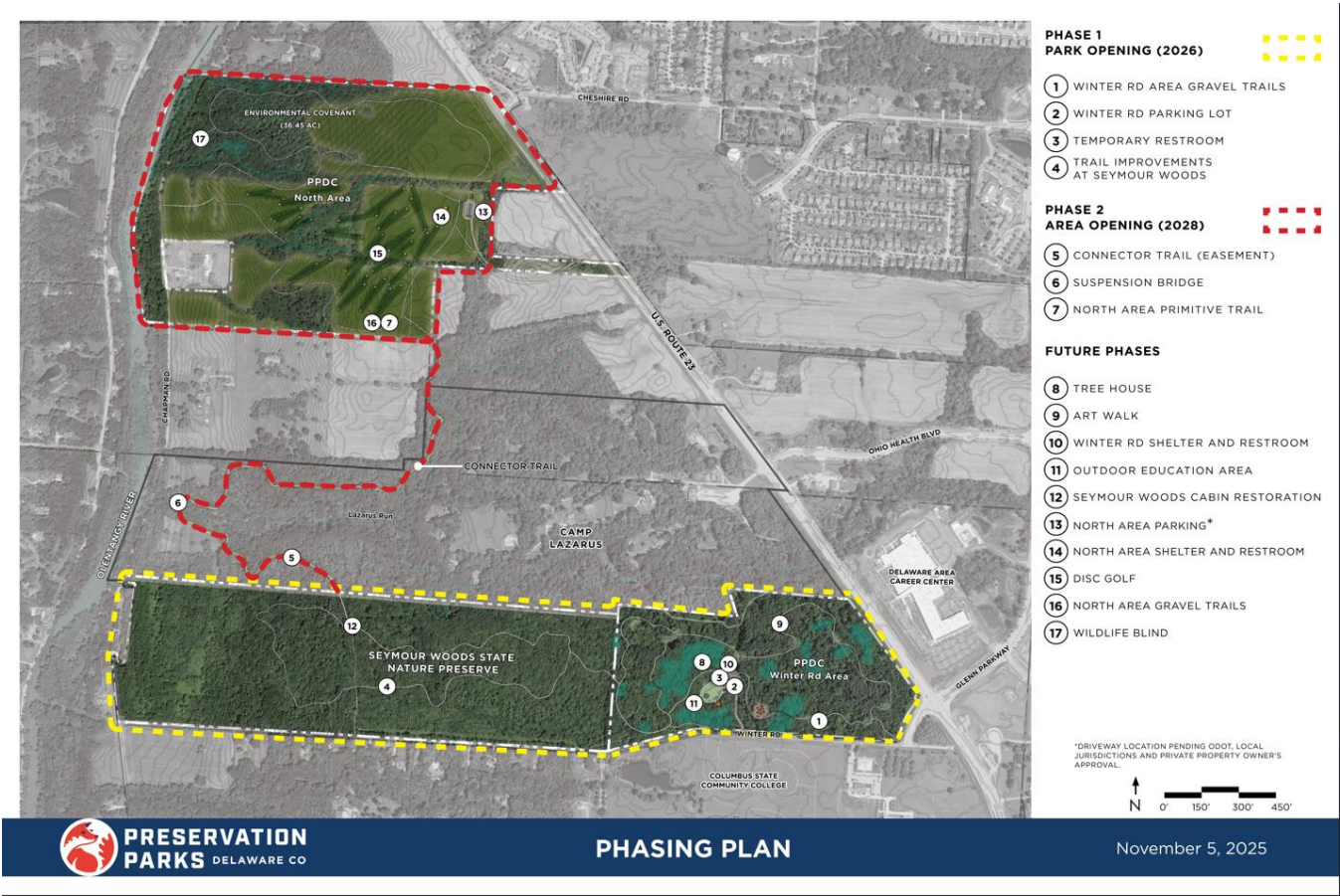
The following criteria will be the basis on which consultants will be selected for further consideration (in no particular order):

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 structures 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.

Eagle Ridge 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:
