

**REQUEST FOR QUALIFICATIONS FOR
COUNTY PARK MASTER PLANNING SERVICES
Morrow County Commissioners/Morrow County Park District**

Issued March 28, 2022

Deadline for Submissions April 13, 2022 at 10 a.m.

The Morrow County Commissioners working collaboratively with the Morrow County Park District request statements of qualifications for county park master planning services for the new Flying Squirrel Preserve located in Chester and Franklin Townships. The Morrow County Park District, with funding support in part provided by the Morrow County Commissioners, seek a Master Plan for the new Flying Squirrel Preserve that will include ingress and egress recommendations, a list of mandatory grant obligations, a suggested maintenance program, a recommendation for multiple trail opportunities for various users, and a schedule for park improvements.

The following background information for the Flying Squirrel Preserve is available at the below links:

- 2020 Clean Ohio Grant Application and Grant Agreement
- 2021 Clean Ohio Grant Application and Grant Agreement
- Current Park Map
- Draft and historic trail map

Submission Requirements and Consultant Selection Criteria

Five (5) copies of a qualifications statement, including a letter of interest, shall be submitted in 8 ½" x 11" bound format containing no more than 20 pages, not including separation or index pages or cover sheet, and also an electronic copy in PDF format on a standard flash drive. The statements shall contain the following information in the order listed below.

Statements of qualifications will be evaluated on the below criteria:

- Familiarity with CleanOhio grant requirements (20%); and
- Experience in writing county park master plans (20%); and
- Experience delivering quality planning services with limited funds (20%); and
- Ability to provide a maintenance plan and schedule for the new park and in identifying problematic structures or facility issues (10%); and
- Familiarity with proposing capital and operational budgets for county parks (10%); and
- Experience working with county government business practices (10%), and
- Understanding and familiarity with the Ohio Ethics Law and Ohio Sunshine laws (10%).

MORROW COUNTY

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The qualification statement shall be received by the Morrow County Commissioners Clerk Cheryl Heacock, 80 North Walnut Street, Mount Gilead, Ohio 43338 no later than 10 a.m. on April 13, 2022.

The Morrow County Commissioners reserve the right to accept or reject any or all Requests for Qualifications (RFQ) responses without further action.

Questions concerning the RFQ shall be submitted in writing/email to:

Andy Ware, Director
Morrow County Development Office
80 North Walnut Street
Mt. Gilead, Ohio 43338
andy.ware@co.morrow.oh.us
[419.947.7535](tel:419.947.7535)