

RUSSELL TOWNSHIP BOARD OF TRUSTEES

P.O. Box 522

Novelty, Ohio 44072

440-338-5798

LEGAL NOTICE

Request for Qualifications for Criteria Architect Services

The Russell Township Board of Trustees is interested in engaging the services of a Criteria Architect to assist with the design-build construction project for a new Garage to be located on Chillicothe Road (SR 306) in Russell Township, Geauga County, Ohio.

The Garage is expected to be an approximately 4,800 square foot pre-manufactured building situated on a brownfield site south of the existing Russell Township Police Station. Several vehicle bays with doors, one high truck bay with door, secured storage areas & loose storage areas with person doors are needed.

The Criteria Architect employed on this project shall prepare conceptual plans and specifications, assist the township with the establishment of the design criteria for a design-build project, aid with bidding phase, and, serve as the representative and provide, during the design-build project, other design and construction administration services on behalf of the trustees, including but not limited to, confirming that the design prepared by the design-build firm reflects the original design intent established in the design criteria package, and construction observation services during the construction period to ensure compliance with the design intent.

The Criteria Architect employed on the project must have the technical training, education, and experience to provide these professional design and managerial services. The Criteria Architect must be able to make available the necessary personnel, equipment, and facilities to perform the services within the required time. The Criteria Architect must have a record of successful performance as reflected by the evaluation of previous clients with respect to control of costs, quality of work, and meeting deadlines, particularly in the management of government related projects. The Criteria Architect must demonstrate financial responsibility as required by the O.R.C.

Proposals must include at the minimum: a statement of interest in the project AND a statement of qualifications (SOQ). Please submit four (4) copies of your written proposal and one copy in an electronic format (PDF) in a sealed envelope marked "Russell Township Garage: Criteria Architect Proposal" to the Russell Township Board of Trustees at 8501 Kinsman Road, P.O. Box 522, Russell Township, Ohio 44072. Proposals must be received on or before 12:00 pm, noon (local time), March 17, 2021.

Proposals will be reviewed by the Board of Trustees and results announced in March, 2021.

Publish one time: ASAP

TO: The Editor

FROM: Russell Township Trustees

PROBLEMS: Call Melissa, 440-338-5798