

Request for Qualifications AMLER Glouster Park Upgrades Project

Date: May 1, 2025

From: Madison Trace, Survivor Advocacy Outreach Program

To: Architecture and Design Professionals

RE: Request for Qualifications for Glouster Park Upgrades

The Survivor Advocacy Outreach Program (SAOP) is seeking qualified design and engineering professionals with whom to enter into contract in conjunction with planned upgrades to the Glouster Memorial Park in Glouster, OH. The upgrades to the park are to be funded through an award to SAOP from the Abandoned Mine Lands Economic Revitalization ("AMLER") program.

Engineering and design firms interested in being considered for a contract to provide the required services should reply with a statement of qualifications no later than May 23rd, 2025 at 4 pm. Statements received after this deadline will not be considered.

Upgrades to the Glouster Memorial Park will include the construction of a concession stand, extension of existing sidewalks, replacement of existing playground equipment, parking expansion, installation of electric vehicle chargers, and baseball dugout repair and/or replacement. Individual project element descriptions are attached.

Statements of Qualifications should include information regarding the firm's history, experience with relevant projects and references. Please see the attached Instructions to Respondents for further direction. The Instructions to Respondents details the criteria upon which firms will be evaluated. As required by Ohio Revised Code 153.65-71, responding firms will be evaluated and ranked based upon their qualifications. Following this evaluation, representatives of SAOP will enter into contract negotiations with the most highly qualified firm.

Statements of qualifications should be transmitted by email to:

- 1) Madison Trace, Executive Director, SAOP: madison@saopseoh.org
- 2) Zach Reizes, Strategy Officer, SAOP: zach@saopseoh.org

For questions regarding this Request for Qualifications, please email Zach and Madison, above.

Instructions to Respondents

Please provide the following information in your response:

A. Firm and Individual Qualifications:

- a. The history of the firm including the year it was founded.
- b. The background of owner(s) and key personnel.
- c. The experience of the owner(s) and key personnel.

B. Proximity to the project site

- a. Location and mailing address of the main office and any field office.
- b. Proximity to project site, in distance.

C. Capacity to Perform Work

- a. A narrative describing the firm's experience with the specific nature of the project.
- b. A narrative of the firm's equipment and facilities.
- c. Availability of staff to start and complete design and provide technical oversight.
- d. Preliminary schedule showing the amount of time that your firm believes would be necessary to have the project designed and ready to bid after the Service Agreement begins.
- e. Preliminary schedule showing the availability of staff to meet design and construction schedule requirements.

D. References

- a. A minimum of three references on similar types of projects. If you cannot provide references on similar projects, please provide references on other types of projects. Include telephone numbers, contact persons, and mailing address.

E. Past Performance for Public Authority:

- a. Any previous work performed for the Athens, Hocking or Perry County Commissioners or Hocking Athens Perry Community Action.
- b. Any familiarity that your firm has with the requirements of Appalachian Community Grant Program funding.

F. Affirmative Action:

- a. Additional points may be awarded to small businesses and businesses owned or controlled by socially and/or economically disadvantaged groups. Please indicate if your firm fits into one of the above mentioned categories.

Project Overview

Project Name: AMLER Glouster Park Upgrades

Timeline: April 23rd 2025 – June 30th 2026

Location: Glouster Memorial Park, Glouster OH

Key Contacts: Madison Trace, Executive Director, SAOP: madison@saopseoh.org
Zach Reizes, Strategy Officer, SAOP: madison@saopseoh.org

Project Description

The Survivor Advocacy Outreach Program is seeking support to manage the design, engineering and project oversight for multiple renovations to take place at the Glouster Memorial Park. The project elements include:

- **Demolition and reconstruction of the Glouster Memorial Park concession stand.** The existing concession stand is in disrepair and will require complete tear-down and redesign. The newly built concession stand will be located in the floodplain and must be elevated. The planned lower floor will be storage and the upper floor will include refrigerated storage for concession operation. Submitting firm must have capacity to design and engineer the new concession stand.
- **Expansion of existing walking paths.** Current conditions include limited paved sidewalks that promote ADA accessibility throughout the park. SAOP and the Village of Glouster desire to expand the current sidewalks in order to extend the accessibility of park infrastructure. Submitting firms should demonstrate capacity and experience designing holistic, community-centric walkable infrastructure.
- **Demolition and reconstruction of existing dugouts.** Several baseball diamond dugouts in the park are in disrepair and will need to be rebuilt. Firms should have the capacity and knowledge to design and oversee the reconstruction of these facilities.
 - *Note to Respondents:* SAOP is considering applying 3D printing technology to complete the dugout component of this project. The selected firm will be connected with our 3D printing partner, Vitruvian, to explore and co-evaluate the applicability and potential of their technology to be applied to this project element. For submitting firms, demonstrating any background with 3D printing technology is a bonus, but not a requirement.
- **Expansion of existing parking infrastructure and installation of Phase II EV Chargers.** Existing parking is limited and SAOP is seeking to develop a site plan that includes expanded parking access. Pending availability of necessary electric infrastructure and budget, SAOP is also intending to install between 2-6 Phase 2 EV charging units in the park.
- **Playground Equipment Upgrades.** Replacing the existing playground equipment with upgraded and larger equipment. Current equipment is old and in need of replacement.

SAOP has some products selected and will also coordinate with the chosen professional services firm to appropriately procure said equipment and any other selected items.

Scope of Work

The selected firm will be responsible for the following:

- Conducting initial site assessments and developing preliminary designs;
- Generating complete architectural and engineering drawings;
- Overseeing a public bid process culminating in contractor(s) selection;
- Final project planning, material order, and scheduling;
- Managing connection of necessary utilities, including electric, water, and sewer;
- Managing and monitoring the project through punch out and completion for all items, including pre-and post-construction meetings, securing necessary permits, and construction oversight as needed;
- Any other responsibilities as may be reasonably deemed necessary for the successful completion of the above references design and upgrades to the Glouster Memorial Park.

Budget and Timeline

Both the budget and timeline for the project will be finalized during the contract negotiation phase with the selected firm. **All work must be completed by June 30th, 2026** per funder requirements. The available budget for this project is \$1,000,000.00. Additional funding may be made available depending on need and availability.

Additional Conditions

- Monthly or quarterly meetings with local officials interested in providing input into the project may be required.
- All work for individual projects must meet state and federal guidelines, codes and standards, including procurement guidelines, wage rates and adherence to Build America Buy American provisions (41 USC Ch. 83: BUY AMERICAN).
- For all projects, SAOP is the “owner,” and has secured access and authority to proceed with park improvements from the Village of Glouster.

Award Procedure

Engineering and design firms interested in being considered for a contract to provide the required services should submit via email a statement of qualifications **no later than May 23rd, 2025 at 4 pm**. SAOP anticipates completing its review process and entering contract negotiations with the selected firm by Friday, May 30th, 2025.