

PROFESSIONAL DESIGN PUBLIC ANNOUNCEMENT

The Board of Lake County, Ohio Commissioners (BLCC) intends to contract for architectural and engineering services to prepare architectural/engineering plans and project budget for "41. E Erie St. Office Renovations." Architectural/Engineering firms interested in being considered for a contract to provide the required services should reply with a Statement of Qualifications no later than 4:30 p.m. on August 11, 2023.

Statements of Qualifications (five copies) should be transmitted to the attention of Jason W. Boyd, Lake County Administrator, Board of Lake County Commissioners Office, 105 Main Street, P.O. Box 490, Painesville, OH 44077 by 4:30 pm EST on the due date listed above. One PDF version shall also be submitted via email.

As set forth in the Ohio Revised Code 153.65-71, responding firms will be evaluated and ranked in order of their qualifications. The BLCC may hold discussions with individual firms to explore the firm's statements of qualifications, the scope and nature of the services the firm would provide, and the various technical approaches the firm may take toward the project. The BLCC reserves the right to conduct interviews of at least the top three firms. Following this comprehensive evaluation, the BLCC will enter into contract negotiations with the firm ranked best qualified as discussed in Ohio Revised Code 153.69. Any failure to negotiate a contract with firm ranked most qualified will be dealt with pursuant to Ohio Revised Code 153.69 (D) and (E).

The preliminary project description is as follows:

The BLCC desires to hire a professional design firm to prepare architectural/engineering plans, bid specifications, and a project budget for the construction/renovation of the existing building located at 41 E. Erie St., Painesville, Ohio 44077.

General Project Details:

- Renovation/construction of the two-story facility for professional offices, conference rooms and lower-level storage including approximately:
 - 1 Director's Office (22 x 12)
 - 12 Attorney's Offices (14 x 10)
(+ 3 if juvenile court attorneys are moved into PD offices)
 - 8 Support Staff Offices: Misdemeanor Secretary
(14 x 10) Felony Secretary
Paralegal
Office Administrator
Investigator
Social Worker
Community Liaison
Forensic Evidence Specialist
 - 1 Larger Shared Office for Law Clerks and Legal Interns (26 x 13)
 - Total Offices Needed: 22 – 25
 - Large Conference Room (25 x 25)
 - Large File Room (34 x 12)
 - Copier Room/Mail Room

- Waiting Room
- The facilities shall utilize best management practices and conform to all local, state and federal regulations. This includes provisions established in the City of Painesville Historic Zoning Ordinance(s).

Statements of Qualifications should include the following information:

- List the types of services which your firm is currently proposing to furnish, and list significant sub-consultants, their current work categories, and the percentage of work to be performed by each sub-consultant.
- Provide a detailed staffing plan that lists the Project Manager and other key staff members, including key sub-consultant staff. Include breakout of project architects, engineers, and other staff members that will be responsible for the project as they relate to all phases of the design process, including, but not limited to HVAC, electrical, mechanical and architectural. Also indicate the number of such personnel available for assignment to this project.
- Provide a representative listing and appropriate references of projects similar in scope and size to the proposed project that have been performed by the firm. Specifically, indicate the firm's experience in working in urban environments.
- Briefly describe the experience of personnel within the firm on similar projects.
- Briefly describe the technical capability within the firm relative to this project.
- Describe the firm's LEED experience as it relates to this project (advantages and disadvantages to the owner)
- List the present workload of the firm relative to capacity and availability to provide requested services.
- Provide a preliminary project schedule.

The successful firm shall exhibit the ability to:

- Work collaboratively with multiple elected officials and department directors, including, but not limited to, the County Commissioners, County Administrator, Buildings and Grounds Superintendent and Telecommunications Director.
- Visit/evaluate existing facilities and review pertinent planning documents for comprehensive understanding of the project.
- Present strategies regarding various energy efficiency options for the new structure, along with cost comparisons against conventional construction and the availability of any grants.

The following are general instructions for preparing and submitting a Statement of Qualifications:

- Provide the information requested in hardcopy cover in your Statement of Qualifications in the same order listed above, and an original letter signed by an officer of the firm. Do not send additional forms, resumes, brochures, or other material.

- The Statement of Qualifications shall be limited to thirty (30) single-sided pages, including cover letter.
- Faxed copies will not be accepted.
- Existing planning materials and proposed timeline relevant to the project are available upon request to Jason Boyd, County Administrator (contact information below).

For further information, you may contact Jason W. Boyd, Lake County Administrator, at (440) 350-2745 or via e-mail at jason.boyd@lakecountyohio.gov.

You may also access this Public Notice via the Internet @ <https://www.lakecountyohio.gov/commissioners-office/public-notices/>. Click on *Public Notice* on the left side of this page to link to the Public Notice site.

By order of the Lake County Board of Commissioners:

John R. Hamercheck, President
John Plecnik
Richard Regovich

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Lake County Website