

**PUBLIC NOTICE  
OF  
REQUEST FOR QUALIFICATIONS**

The Fairfield County Board of Commissioners is requesting Statements of Qualifications and Proposals from qualified consulting firms, organizations, or individuals for the purpose of providing environmental review services for the County's CDBG Program. The Board of Commissioners wishes to procure environmental review services for Program Year 2018. The anticipated grant amount is \$1,002,000. The Environmental Review process must be completed in accordance with the requirements of the CDBG Program with a Release of Funds being submitted to the Ohio Office of Community Development by no later than the state's deadline (which is anticipated to be approximately February 15, 2019). The projects to be completed with this funding are as follows:

**FY 2018 CDBG PROGRAM**

The FY 2018 Fairfield County Community Development Block Grant (CDBG) Program will consist of the following activities:

**ALLOCATION PROGRAM:**

1) MILLERSPORT STREET IMPROVEMENTS	\$100,000
2) FAMILY ADULT & CHILDREN FIRST COUNCIL	\$ 3,600
3) PLEASANTVILLE SIDEWALK IMPROVEMENTS	\$ 97,300
4) MEALS ON WHEELS ADA IMPROVEMENTS	\$ 21,000
5) SUGAR GROVE WWTP REHABILITATION	\$ 50,100
6) ADMINISTRATION/FAIR HOUSING	<u>\$ 30,000</u>
	\$302,000

**NEIGHBORHOOD REVITALIZATION PROGRAM:**

1) MILLERSPORT SIDEWALK IMPROVEMENTS	\$109,100
2) MILLERSPORT PARKS & RECREATION FACILITIES	\$ 12,000
3) MILLERSPORT STREET IMPROVEMENTS	\$132,200
4) MILLERSPORT FLOOD & DRAINAGE FACILITIES	\$216,700
5) ADMINISTRATION	<u>\$ 30,000</u>
	\$500,000

**CRITICAL INFRASTRUCTURE PROGRAM:**

1) SUGAR GROVE WWTP REHABILITATION	\$180,000
2) ADMINISTRATION	<u>\$ 20,000</u>
	\$200,000

## **REQUEST FOR QUALIFICATIONS AND PROPOSALS**

If you are interested in performing the environmental review services for the Fairfield County CDBG Program for Program Year 2018, as specified above, please provide five (5) copies of the following:

1. A description of the firm, including number of years in existence and number of years the firm has been actively providing CDBG environmental services to clients.
2. A list of clients with appropriate contact persons, including addresses and telephone numbers.
3. A description of your firm's and assigned staff persons' training and experience in providing CDBG environmental review services and similar assistance to communities and counties.
4. Resume of the principal(s) of the firm and those persons who would be performing the specified services.
5. Proposal for completing the environmental review services for the CDBG Program for FY 2018.
6. Consultant fee information, including hourly rate schedule and/or general fee schedule for the FY 2018 CDBG program environmental review services.

### **SELECTION**

Selection will be based upon the respondent receiving the highest total score in an evaluation process based upon a Fairfield County FY 2018 CDBG RATING TOOL.

Please return statement of Qualification and Proposal to:

Fairfield County Commissioners  
Attn: Staci Knisley  
210 East Main Street, Room 301  
Lancaster, OH 43130

**ALL RESPONSES MUST BE RECEIVED BY 4 P.M. FRIDAY DECEMBER 21, 2018**