Request for Qualifications for Professional Design & Engineering Services
June 2020

Veterans Legacy Woods

Geauga Park District
Board of Park Commissioners
Pat Preston
Howard Bates
Jackie Dottore

Executive Director
John Oros

Property Location | 14085 Ravenna Rd, Newbury Township, OH 44065

Contact & Submittals:
Matthew McCue, PLA, CLARB, ASLA
Director of Planning & Operations
9160 Robinson Road
Chardon, OH 44024

Phone | 440.279.0813
mmccue@geaugaparkdistrict.org

Submittals: Should be mailed or delivered to the contact above. Provide (3) copies of submittals. Response Due Date: July 8th, 2020 by 3:30 p.m. EST.
Mission Statement

The mission of the Geauga Park District (GPD) is to preserve, conserve and protect the natural features of Geauga County and to provide outdoor recreational experiences to our residents of every age, every ability, and at all times of the year.

For more information regarding Geauga Park District please go to www.geaugaparkdistrict.org.

Introduction

In proceeding with the continuous goal of providing the residents of Geauga County with high quality recreational opportunities, Geauga Park District is seeking professional design services for the development of construction documents for the proposed improvements associated with Veterans Legacy Woods. The proposed improvements are detailed further below and the supplemental information provided in the Veterans Legacy Woods Master Plan (MP1-19).

General Information

Sealed design qualifications (3 hard copies, 1 digital) for all design services required for improvements as part of Veterans Legacy Woods will be received until 3:30 pm local time on July 8, 2020. Proposals should be addressed to the attention of Matthew McCue; Director of Planning & Operations

Geauga Park District is not responsible for any cost incurred by prospective consultants prior to the project award and signing of a contract for the requested professional services. Geauga Park District reserves the right to award the total proposal, reject any or all proposals in whole or in part and to waive any informalities if, in the Board’s judgment, the best interest of Geauga Park District will be served. All comments, questions and site visits can be coordinated and scheduled by contacting Matthew McCue, Director of Planning & Operations, Geauga Park District, in writing only, via e-mail: mmccue@geaugaparkdistrict.org. All Questions will be received up until June 29th at 3:30pm. Responses will be provided by July 1st no later than 3:30pm.

Project Description

Veterans Legacy Woods  14085 Ravenna Rd. Newbury, Oh 44065
(See attached Veterans Legacy Woods Master Plan Spring 2020)

Veterans Legacy Woods is located towards the geographic center of Geauga County, straddling both Newbury Township and Burton Township. The main stem of the West Branch of the Cuyahoga River runs directly through this property for about 3,782 feet. Located between SR 87 and Butternut Road. Veterans Legacy Woods is located within a 15 minute drive of 35,000 Geauga County residents. This former golf course, built in the late 1980’s and the early 1990’s, consists of mostly manicured turf grass habitat with much of the remaining land cover being split between upland forests and wetland forest habitats. This 180-acre park, formerly Wicked Woods Golf Course, was purchased by Geauga Park District in November 2018 with the intent of restoring these lands to a more natural state. A Master Plan has been developed by the Planning Staff at Geauga Park District for creation of a new park at this property.

Phase 1 of Veterans Legacy Woods will focus on the existing upper portion of the former clubhouse area, parking lots and maintenance building. This area has an extreme slope from parking lot down to the former golf course grounds. The goal of design in this area is to remediate the existing sites environmental concerns of storm-water runoff and non native planting practices with the blending of a memorial park for veterans and the
multiple user groups that visit our parks throughout the seasons. The intent is to have both user group flexibility as well as environmental flexibility for the developed park areas. The new park development will allow greater access to the public and offer some of the following amenities: an open shelter with restrooms that can be used all year round, trails, plazas/memorial areas, play area, sustainable storm water management, performance terrace, sledding hill, and re-configured parking lot and access drive.

Note: All information provided above is preliminary and for general description purposes only. All design related criteria will need to be determined and verified by the selected consultant.

Property Location:

14085 Ravenna Rd., Newbury Township, Ohio 44065

Veterans Legacy Woods is to be designed to include:

Open Shelter (1400 SF)
- Meet current building code
- Accommodate approximately 35-45 people
- Flush restrooms with public access. Connected to existing sewage treatment plant
- Electrical service with lighting, timers, and/or sensors
- Incorporate with plaza spaces, memorials and place area.

Playground
- Nature Based themed play area for ages 2-12
**Trail(s)**
- Approximately 0.6 miles of 6’ wide accessible asphalt loop trail by shelter area and former clubhouse
- Concrete/aggregate walks, plazas and memorial spaces.

**Entry Drive & Parking Area(s)**
- Asphalt construction
- Entry off of 14085 Ravenna Road with parking for 75 cars
- Site lighting for evening use with timers and sensors
- Green infrastructure for stormwater runoff

**Sustainable Storm Water Management**
- Sustainable storm water management strategy to be integrated with overall site design.

*Reference Veterans Legacy Woods Master Plan Spring 2020 for more information.*

**Budget**
The total preliminary estimates of probable construction costs for the entire project are approximately $1,600,000.00. Final construction costs will be based upon the completed design.

**Scope of Services**
Construction documents that are stamped and signed by a professional design firm. Professional design services shall include but not be limited to the following:

- All required field survey and topographical survey acquisition.
- All required geotechnical investigations and reports acquisition.
- Preparation and acquisition of all required local, state and federal licenses, permits and approvals. Including but not limited to USACE, OEPA, GSWCD, State of Ohio, etc.
• All required site visits and meetings necessary for the development of the construction documents and acquisition of all approvals & permits
• Construction Document Development & Preparation (Plans & Specifications)
• Estimate of Probable Construction Costs
• Bidding Services
  o Pre-Bid Inquiries & Addendum preparation
  o Pre-Bid Meeting Attendance
  o Construction Bid Review and Award Recommendation
• Construction Administration Services
  1. Pre-Construction Meeting Attendance
  2. Minimum (4) on-site construction progress meetings
  3. Submittal reviews
  4. Punch list preparation
  5. Project closeout

Project construction documents shall include but not be limited to plans and specifications that include the following:
• Title Sheet & General Notes
• Existing Conditions Plans (including benchmarks, property description, 1’ contours for all impacted areas and 2’ remainder of site)
• Storm Water Management Plan addressing all NPDES standards and approved by the Geauga Soil & Water Conservation District.
• Demolition and Removal Plans
• Site Layout Plans (including all required cross sections or profiles)
• Grading Plans
• Architectural Plans
• Utility Plans
• Seeding & Planting Plans
• Signage & Pavement Marking Plans
• Project Specifications
• Estimate of Probable Construction Costs

Final construction documents and specifications shall be provided to GPD in both hard copy form and electronic file format. Plans or Drawings shall be in both AutoCAD (.dwg files in 2013 version or newer) and Adobe PDF format while Specifications shall be in Microsoft Word format (.doc files) and Adobe PDF format.

Statement of Qualifications Requirements
Statement of Qualifications shall include the following:
• General Information
  o Firm History & number of years in business
  o Firm’s background & experience on similar projects
  o Principals and Key Staff assigned to the Project
  o List of any sub-consultants that may be utilized on the project and experience on similar projects
• Work Experience
  o Summarize a Minimum of 3 Similar Projects
• References
  o Minimum of 3 contacts for similar projects
• Schedule
Provide an anticipated schedule for 2020 Design and 2021 Bidding & Construction services subdivided as follows:

- Topographical Surveys
- Geotechnical Investigation
- Permitting
- Design Development (60%)
- Construction Documents (100%)
- Bidding
- Construction Administration

**Selection Process**

Firms will be ranked based on responsiveness to the RFQ, past performance of the firm as reflected by the evaluations of previous clients with respect to such factors as control of costs, quality of work, meeting of deadlines, and interviews to explore further the firms statements of qualifications, the scope and nature of the services the firms would provide, and the technical approaches the firms may take toward the project. These interviews will be mandatory and will be set up by The Park District following the submission of the professional design firms statement of qualifications. The Park District will then select the most-qualified firm. Geauga Park District shall announce the firm determined to be the most qualified to perform the required services, request a fee proposal, and enter into contract negotiations with the selected firm. If the firm and Geauga Park District are unable to reach an agreement, Geauga Park District will then negotiate with the second ranked firm. If unsuccessful, Geauga Park District will negotiate with the third-ranked firm to reach an agreement.

Geauga Park District reserves the right to reject any or all proposals, modify or postpone the RFQ, or accept in whole or in part the proposal and to waive any informalities if, in the Board’s judgment, the best interest of Geauga Park District will be served.

Geauga Park District is not responsible for any cost incurred by prospective consultants prior to the project award and signing of a contract for the requested professional services

_Supplemental Information included: Veterans Legacy WoodsMaster Plan Spring 2020._
This former golf course, built in the late 1980's and the early 1990's, consists of mostly manicured turf grass habitat with much of the remaining land cover being split between upland forests and wetland forest habitats. This 180-acre park, formerly Wicked Woods Golf Course, was purchased by Geauga Park District in November 2018 with the intent of restoring these lands to a more natural state.

Veterans Legacy Woods is surrounded by mostly rural properties and the site offers a wide variety of habitats which are rich in biological diversity.
The Cuyahoga watershed begins its 100-mile journey in Hambden, Ohio, flowing southward to the confluence of the East Branch Cuyahoga River and West Branch Cuyahoga River in Burton, where the Cuyahoga River officially begins. It continues on its 84.9 miles journey flowing southward to Akron, where it turns sharply north and flows through the Cuyahoga Valley National Park in northern Summit County and southern Cuyahoga County. It then flows through Independence, Valley View, Cuyahoga Heights, Newburgh Heights and Cleveland to its northern terminus, emptying into Lake Erie. The Cuyahoga River and its tributaries drain 813 square miles of land in portions of six counties.

Veterans Legacy Woods is located towards the geographic center of Geauga County straddling both Newbury Township and Burton Township. The main stem of the West Branch of the Cuyahoga River runs directly through this property for about 3,782 feet. This section of the Cuyahoga River is a high quality stream system rich in both aquatic flora and fauna and an important contributor to the region's biodiversity. Located between SR 87 and Butternut Road. Veterans Legacy Woods is located within a 15 minute drive of 35,000 Geauga County residents.
**EXISTING CONDITIONS—SITE**

Old Fields & Shrubland—Turf

Grasses, roughs, and old field/meadow habitat was the most common habitat found on this property. These areas would be important potential areas for meadows restoration and reforestation.

Some areas of V LW are already showing signs of natural succession from mowed fairways/roughs to young meadows/forest communities. These areas of ‘edge’ and forest under story habitat would be priority starting points for reforestation of the property.
Forests - A moderate portion of this property is comprised of young to mid-successional mixed beech/maple and oak/hickory forest while the floodplains around the Cuyahoga River consist primarily of swamp forest. Some areas were timbered very recently and most of the larger trees were harvested. A few nice large trees still remain while the rest of the forest is comprised of mainly beech, cherry, and maple. Remnants (tree stumps and small forest canopy gaps) of the logging were still noticeable in certain areas. Some of the forested areas that separate the fairways still have a moderately diverse composition of trees, under story shrubs, and herbaceous vegetation.
Wetlands - The streams and wetlands on this property were the most ecologically important features documented and consist of the following:

Wetlands were the third most dominant natural resource found on the property. A total of 17 were identified as of June 2019. The majority of wetland acreage being Category 3 swamp forest according to Ohio EPA standards. The most significant wetland on-site is a unique fen which harbors rare plant species. Swamp forested wetlands are also very important at VLW because they often harbor important breeding pools for sensitive woodland amphibians and also provide habitat for uncommon birds. These very high quality riparian wetlands were mainly found along the Cuyahoga River.
EXISTING FACILITIES

The former golf course clubhouse, maintenance building and golf cart storage structure are the only buildings that were on the property when purchased by Geauga Park District. Other small structures such as gazebos and rain shelters are located throughout the park in various locations.
THE QUALITY OF LIFE IN GEauga COUNTY IS INEXTRICABLY LINKED TO CLEAN AIR, CLEAN WATER AND OPEN SPACE. VETERANS LEGACY WOODS MASTER PLAN AIMS TO EXPAND ON THE PARK DISTRICTS ENVIRONMENTAL EDUCATION, PATRON ACCOMMODATIONS AND OUTDOOR RECREATION OPPORTUNITIES FOR ALL, WHILE ENHANCING ENVIRONMENTAL SUSTAINABILITY AND RESILIENCE.
The master plan will be implemented in three phases over several years. New development defined by the master plan is concentrated within already disturbed areas, preserving core habitat in the park's natural areas. This plan is rooted in three key elements - restoration, education and patron experience.
VETERANS LEGACY WOODS CONTAINS OVER (4) MILES OF ASPHALT CART PATH. THESE ARE REMNANTS OF THE FORMER WICKED WOODS GOLF COURSE. MUCH OF THIS EXISTING TRAIL SYSTEM IS IN VARYING DEGREES OF DECAY, USEFULNESS AND LEVELS APPROPRIATENESS FOR PARK USE. PHASE (1) OF THIS MASTER PLAN WILL ADDRESS THE IMMEDIATE NEEDS OF TRAILS LOCATED NEAR THE FORMER CLUBHOUSE AND THE ADDITION OF ADA ACCESSIBLE TRAILS IN THE IMMEDIATE VICINITY OF THE DEVELOPED PORTION OF THE PARK. THE REMAINDER OF THE EXISTING TRAIL SYSTEM WILL BE MAINTAINED TO CERTAIN DEGREES AND EVENTUALLY INTEGRATED INTO A MORE SENSIBLE AND APPROPRIATE TRAIL SYSTEM IN FUTURE DEVELOPMENT PHASES.
SITE CHARACTERISTICS
FORMER CLUBHOUSE GROUNDS & VICINITY

The existing upper portion of Veterans Legacy Woods consists of the former clubhouse area, parking lots and maintenance building. This area has an extreme slope from parking lot down to the former golf course grounds. The goal of design in this area was to blend environmental concerns of storm-water runoff and non-native planting practices with the blending of a memorial park for veterans and the multiple user groups that visit our parks throughout the seasons. The intent is to have both user group flexibility as well as environmental flexibility for the developed park areas.
The primary landscape structure of the former clubhouse area of the park is the shaping of the ground plane. The existing slope from the parking lot down to what would have been the 18th green is softly warped and terraced to provide a range of nodes along its length. Each node will have its own character with new garden, structure or memorial inserted, yet will remain part of a cohesive journey from the parking lot into the park. Former asphalt and manicured lawns transition into meadow "gardens" and green infrastructure.
The toe of the slope meets at the convergence of the linear steps leading from the parking lot and the terraced walkways. The merger of this trail leads out into the restored landscape of the former golf course. Along this short path park patrons have the chance to experience multiple landscapes: from shaded memorial groves, habitat gardens, shelter/picnic areas and play space.
Project will follow the Design-Bid-Build delivery method. The owner (GPD) will contract separately with the design/engineer firm that produces the construction documents, and the builder that physically builds the building. This is the traditional method, and is based on the sequential process of design, construction documents, bidding, then construction.