

## **REQUEST FOR STATEMENT OF QUALIFICATIONS FOR PROFESSIONAL DESIGN SERVICES**

The Pickaway County Board of Commissioners is accepting Statements of Qualifications (RFQ) from qualified professional design firms or design professionals. The Board of Commissioners desires to engage a consultant to lead a Pickaway Agriculture and Event Center Phase 2 Plan process to ensure the continued preservation of the county's agricultural heritage, while providing for the future relevance and vitality of the Fairgrounds. This request for a statement of qualifications for the Pickaway Agriculture and Event Center - Phase 2 Plan shall be titled "CONSULTING SERVICES FOR THE PICKAWAY AGRICULTURE AND EVENTS CENTER – PHASE 2 PLAN".

### ***Summary of the Pickaway Agriculture and Event Center - Phase 2 Plan and existing facilities***

The Pickaway Agriculture and Event Center is located at 415 Lancaster Pike, Circleville, Ohio, on the south side of U.S. Route 22 at the intersection of Stoutsville Pike. The Phase 2 site currently contains the Ankrom Building which houses Fair Board offices, a conference room, two bathrooms and storage areas.

### ***Scope of Consulting Services***

The selected consultant will, once the cost for services is negotiated, provide a work plan that is mutually agreed between the Consultant and the Pickaway County Board of Commissioners. The primary objective is to develop a Phase 2 plan to replace the current Ankrom Building with a new 2-story multi-purpose building. The contents of the deliverable will be negotiated but the consultant is expected to lead stakeholder and public planning sessions; provide materials for the county to present to social media; and, to provide a final presentation of the Phase 2 Plan including specific recommendations, a summary of public and stakeholder input, physical and digital site plans for plan drawings, renderings and illustrations, and cost estimates for the planned implementation.

### ***Specific elements of the plan may contain, but will not be limited to:***

- Recommendation on the design of the multi-purpose building
- Recommendation on modernization of utilities including water, sewer and electrical
- Recommendations on security, sound, and lighting systems

Statements of Qualification should include information regarding the firm's or professional's history, experience and education; qualifications of key professional and technical personnel; location of the firm's office from which work will be managed; client references on similar projects within the past five years; the name and contact information of a knowledgeable

person this is able to respond to questions; and, any additional information that will assist Pickaway County with its selection.

The deadline for submittal of the RFQ is March 31, 2022. Six (6) copies of the Statement of Qualifications should be transmitted by mail, delivery or electronic mail to:

April Dengler, County Administrator  
Pickaway County Board of Commissioners  
139 W. Franklin Street  
Circleville, OH 43113  
740-474-6093  
[adengler@pickawaycountyohio.gov](mailto:adengler@pickawaycountyohio.gov)