CITY OF OREGON, OHIO

REQUEST FOR QUALIFICATIONS

for

Professional Engineering Services

for:

CITY OF OREGON BOAT LAUNCH FACILITY – PRELIMINARY DESIGN

Issued by:
City of Oregon
Paul Roman, P.E., Acting City Administrator
5330 Seaman Road
Oregon, Ohio 43616
(419) 698-7047

April 17, 2026

**** Qualification Statements must be submitted by May 8, 2026****

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LEGAL NOTICE

Ordinance No. 1-2026

Sealed Qualification Statements marked **"City of Oregon Boat Launch Facility – Preliminary Design"** will be received by the City of Oregon, Ohio at the Office of the City Administrator in the Oregon Municipal Building, 5330 Seaman Road, Oregon, Ohio 43616, until

4:30 PM (Local Time) on
FRIDAY, MAY 8, 2026

Qualification Statements received after the specified due date and time will not be considered.

In general, the scope of work consists of providing professional engineering and preliminary design services for the proposed public use boat launch facility on the Harbor View channel connecting to the Maumee River. The City of Oregon's intended use of the preliminary design is for potential grant funding applications and to facilitate a future detailed design and construction of the said improvement.

Qualification Statement requirements may be obtained electronically from the City of Oregon's bidding information website at https://oregonohio.org/departments/engineering/bidding-information/. Four (4) hardcopies and one (1) electronic copy of the Qualification Statement must be sealed in an envelope and marked as noted above. The City of Oregon will directly select a firm based on the Qualification Statement.

By Order of the Council of the City of Oregon, Ohio. Ordinance No. 1-2026.

Paul Roman, P.E.
Acting City Administrator

Published Date #1: April 19, 2026
Published Date #2: April 26, 2026

CITY OF OREGON
CITY OF OREGON BOAT LAUNCH FACILITY – PRELIMINARY DESIGN

Project Overview

The City of Oregon is looking to develop a public access boat launch facility on the Harbor View Channel connected to the Maumee River. This facility will provide access to the waters of Lake Erie for vessels up to 30' in length. The design should include ample parking for pedestrian vehicles and truck/trailer combination vehicles. The design should include staging areas for launch preparation and for post trailering tie down. Following this preliminary design and public input, the City will use the product generated with this work to seek grant funding from various recreational facility funding sources to implement the detailed design and construction of the public access boat launch facility.

Project Background and Goals

Currently, the ODNR Boat Ramp Facility, located at 4900 Bay Shore Road, is the only public access boat launch to Maumee Bay / Lake Erie within the City of Oregon. Oftentimes this facility has low water conditions which makes it hard for larger vessels to launch. Due to the orientation of the facility on Lake Erie, it is subject to Northeast winds and associated sediment movements. This area can build up with sediment over time and even if dredged properly, the sediment will return due to the prevalence of these winds on Lake Erie.

The proposed facility on the Harbor View channel will provide a deepwater connection to the Maumee River and Lake Erie. This channel is used for the cooling system of the Walleye Power Generation Plant just downstream of the proposed project site. Due to this water use and orientation to the lake, sedimentation is rarely an issue here. The would allow the facility to have deepwater access with little to no dredging maintenance of the channel.

The proposed project consists of a 4.25 acre project area directly adjacent to the Harbor View Yacht Club. A portion of the project area is currently owned by the Toledo Lucas County Port Authority as part of it's Facility 3 dredge disposal facility. Two other parcels included in the 4.25 acre area are currently owned by the Toledo Edison Company. The City of Oregon has had preliminary discussions with Toledo Edison Company regarding the potential for a boat launch facility and has expressed interest in these parcels.

There is a potential for expansion of the project area to the East. Five other parcels are owned by Walleye Power Generation and combined with existing city right-of-way would total an additional 2.4 acres of land. The City has had preliminary discussions with Walleye Power regarding a potential landswap for these parcels. If it would prove beneficial to the boat launch facility layout, parking, and/or channel access, the City could pursue further discussion with Walleye Power regarding these parcels.

In general, the design should include a two ramp boat launch with a minimum of 30 extended length parking stalls for truck and trailer combinations and 15 car only parking stalls. Two to three parking stalls should be created near the ramp structure for handicap parking. The entrance should be a one-way two-lane roadway with the right lane used for launch preparation and the left lane for through traffic. The exit should also feature a one-way two-lane roadway where the right lane would be used for boat tie down and pre-road preparation and the left lane would be through traffic to the exit. A potential model facility would be the Dempsey Public Boat Launch in Marblehead, Ohio.

Other proposed amenities would include a protected dumpster enclosure and a protected enclosure for porta potties. Greenspace around the parking areas, ramp structure, and entrance and exit drives will be planted with native trees / shrubs / perennials. An entrance sign should also be included denoting the City of Oregon logo and the name of the boat launch facility.

This design should generally layout the site drainage and any other stormwater requirements needed for the facility. Also, an initial review and listing of the needed permits such as any Army Corp of Engineers permitting requirements for the construction of the launch facility into the channel should be included. A preliminary design construction estimate should also be provided.

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Basic Services of the Consultant

The basic scope of services for this project is to assist the City in conducting various analyses, surveys, providing preliminary engineering services, preparing a preliminary design planset and constructo estimate for the proposed boat launch facility as described above. City of Oregon staff will work together with the design consultant throughout the process. As a minimum, the consultant is expected to conduct and provide the following elements, as required for the project:

I. Preliminary Design
   a. General Site Reconnaissance and Review
   b. Limited Topographical Survey as required for Preliminary Design
   c. Preliminary Engineering and Design
      A) Site layout
         - Boat Launch Facility
         - Parking
         - Entrance and Exit
      B) Site drainage review, requirements, layout
      C) Estimated Construction Quantities
      D) Preliminary Construction Estimate
      E) Conceptual Planting Plan
      F) Project Renderings
         - Two project 3D rendering images for use with grant funding application
   d. Permitting Review
      A) Review and listing of any required Ohio EPA and / or Army Corp of Engineers Clean Water Act Permits
      B) Other Stormwater / Environmental permitting
   e. Identify and List potential grant funding opportunities

Each of these elements is briefly described below:

Preliminary Design of Proposed Boat Launch Facility

In general, it is expected that the consultant will use the following procedures for the engineering and design of the project:

a) General Site Reconnaissance: a site visit will be conducted by the consultant in order to determine the existing site conditions including, but not limited to, surficial conditions, surface water features, channel conditions, vegetative cover, and any existing infrastructure. The City of Oregon will also provide any existing data to the consultant such as adjacent utility plans. Any site challenges should be noted and documented at this time.

b) Limited Topographical Survey: the consultant will be responsible for topographically surveying the site at such detail as required to complete the preliminary design and construction estimate.

c) Preliminary Engineering and Design: An engineering and design plan will be completed for the proposed project area by the consultant, in collaboration with the City of Oregon, using the topographical survey and site reconnaissance information. It is expected that a

general site layout for the boat launch facility, parking areas, entrances and exits, and site amenities be included in this design. Also, a site drainage layout and a review of the potential benefits of adding the land adjacent to the planned project area to the final site layout is required. A conceptual planting plan for the greenspace areas, estimated construction quantities, preliminary design construction estimate, and two 3D project rendering images would also need to be included in the final submission to the City.

d) Permitting Review: based on the design of the project, the consultant will determine any required permits for the proposed work. Any required floodplain and construction permits will be acquired from the City of Oregon prior to construction. Potential permits include any Ohio EPA and Army Corp of Engineers requirements for construction of the boat launch facility into the Harbor View channel and construction stormwater permitting. It is expected that the consultant provide an explanation of required permits for construction of the facility and identify any additional site investigation work required for future permit applications.

e) Grant Funding Opportunities: consultant to provide a list of potential Federal, State, and Private recreational grant funding opportunities for the final design and construction of this project with the preliminary design.

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Responsibilities of the City of Oregon

1. Make available any data from City records, such as previous studies and reports, plans, specifications, shop drawings, etc.
2. Provide access to and make all provisions for the Consultant to enter upon public and private property as required.
3. Provide review and collaboration throughout project design.

Project Schedule

See below estimated dates of completion for the design process:

Consultant Selection	**May 2026**
Project Kickoff Meeting	**June 2026**
Progress Review Meeting	**August 2026**
Final Preliminary Design to City	**October 2026**

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QUALIFICATION STATEMENT REQUIREMENTS

Four (4) copies of the Qualification Statement shall be submitted by **4:30 pm (local time) on Friday, May 1, 2026** and directed to:

"CITY OF OREGON BOAT LAUNCH FACILITY – PRELIMINARY DESIGN"

Paul Roman, P.E., Acting City Administrator
City of Oregon
5330 Seaman Road
Oregon, Ohio 43616

Late or fax submittals will not be considered.

The submitted Qualification Statement shall contain the following items:

A) Qualifications and related project experience: A statement of the firm's qualifications to provide the requested services. The statement should include the following:

1. A general firm background (Company Name, Address, Telephone, Professional services offered and number of employees assigned to each service);
2. Provide an organization chart including all the personnel that will be assigned to accomplish the work related to this project;
3. Project Manager's and other key task managers' background, including work history experience with similar projects;
4. Describe the expertise and experience of your project team providing the proposed services on projects of similar size;
5. Identify and describe three (3) projects in which your firm has completed over the past five (5) years that have similarities and relevance to this proposed project and scope of services.
   a. Specifically highlight projects where public access and recreational opportunities were designed in a park or similar public access setting
   b. Specifically highlight any previous work on Lake Erie including marinas, boat ramps / boat launch facilities, and work along the Lake Erie coastline
6. Provide a list of at least five (5) references, including name, address and telephone number of previous clients on projects with a similar scope of work.

B) Office Location: A statement of the firm's primary office location and if a local office will be available. Designate the office location where the primary work, other than project fieldwork, will be performed. Include anticipated type of work to be done at each office.

C) Familiarity with local, state and federal regulations: A written statement of the firm's familiarity with the City of Oregon and any state and federal laws or regulations relevant to this type of project.

D) Current workload: A description of the firm's current workload. Include the availability of the firm to immediately commence this project upon receipt of a Notice to Proceed.

E) Performance on previous projects: A list of previous contracts with the City of Oregon or other government agencies for comparable projects. Include a summary of performance, ability to meet schedule, and any savings or benefits resulting from your actions.

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F) Understanding of the project: A description in detail of the firm's understanding of the services to be provided and anticipated approach to completing the project. Include any considerations or evaluations that may be prudent to effectively minimize the project cost, ensure timely completion of the project, and more satisfactorily achieve the project goals. Also include any possible challenges that will be encountered and any intended or probable special techniques, services, or approaches to be used for solution. Discuss potential alternate methods.

G) Schedule and staffing: The project design is planned to start in June 2026 and to be completed by October 2026. The submitted Qualification Statement shall include the following:

1. A project schedule indicating all required tasks to successfully complete this project. Time frames, review times, and critical milestones should be included. The City understands the submitted project schedule may change subject to the final scope of services.
2. A list of key personnel who will work on the project and their technical competence and related specialized experience. Designate the person from the primary consultant who will manage the project.
3. The city fully expects that the personnel listed in the Qualification Statement will be assigned to the project in the event that your firm is selected. Any personnel changes in the key positions shall be subject to advance approval by the city.
4. Listing of any Sub-consultants that might be employed on the project along with their qualifications. A list of key sub-consultant personnel who will work on the project and their technical competence and related specialized experience.

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CONTRACT AWARD CRITERIA

The City of Oregon will select a consultant based upon the below Contract Award Criteria. While each Qualification Statement will be considered objectively, the City assumes no obligation to accept or take action on any Qualification Statement. However, the consultants must indicate in their schedules the availability of their firm to meet the schedule laid out in this Qualification Statement. The availability of the consultant to commence work on short notice and meet the schedule for completion may be a factor in evaluating the Qualification Statement.

The City of Oregon will base the consultant selection for Professional Engineering Services for the "City of Oregon Boat Launch Facility – Preliminary Design" on the following criteria:

Technical approach and understanding of the project

Previous project design and project administration

Experience and qualifications of the design team

Ability to implement the project promptly and meet the schedule

Based on the above Contract Award Criteria, the top or highest ranked consultant(s) as determined by the city will be expected to provide a final comprehensive scope of services and a detailed fee proposal for review and approval by the City Administrator. Final contract award will be subject to the review and approval by way of legislation through Oregon City Council.

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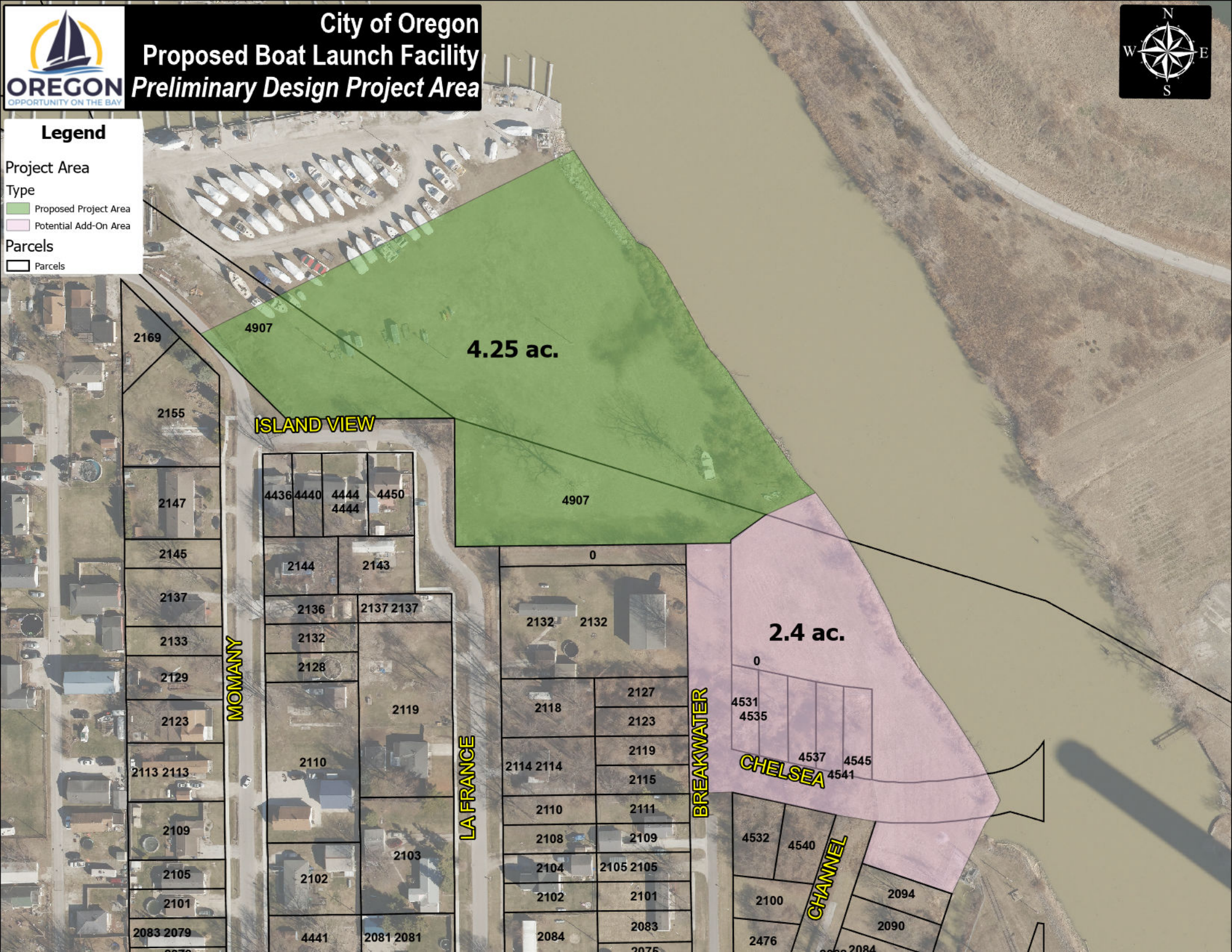
Appendix A

Project Area Map


City of Oregon
Proposed Boat Launch Facility
Preliminary Design Project Area
OREGON
OPPORTUNITY ON THE BAY
Legend
Project Area
Type
Proposed Project Area
Potential Add-On Area
Parcels
Parcels
N
W
E
S
4.25 ac.
2.4 ac.
4907
4907
ISLAND VIEW
MOMANY
LA FRANCE
BREAKWATER
CHELSEA
CHANNEL
2169
2155
2147
2145
2137
2133
2129
2123
2113 2113
2109
2105
2101
2083 2079
4436
4440
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2137 2137
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2100
2094
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2476