

**REQUEST FOR PROPOSALS (“RFP”)  
FOR ARCHITECTURAL/ENGINEERING DESIGN SERVICES  
OHIO TURNPIKE COMMISSION PROJECT NO. 71-07-01**

The Ohio Turnpike Commission (“Commission”) will be issuing a RFP to select a qualified architect/engineer to provide design services for rehabilitation and renovation of the lower level areas of the Commission’s Administration Building, located at Milepost 159.4 of the Turnpike, in Berea, Ohio.

Any firm interested in submitting a Letter of Interest (“LOI”) to respond to the RFP is invited to do so by **5:00 p.m., EST, December 15, 2006**. **LOI’s should include general information as to why the Firm believes it is qualified to perform the services required for a project of this type. (See page 2 of this Notice for further details on content of the LOI). One (1) original and three (3) copies of the LOI are required.** Once the Commission has reviewed the LOI’s received, it will select several interested and qualified Firms in order to elicit sufficient responses to the RFP. The Selected Firms will then be invited to submit a response to the RFP. **A Pre-proposal Conference will be held with the Selected Firms at the Commission’s Administration Building at 10:00 a.m. on January 4, 2007.** The deadline for responses to the RFP is **2:00 p.m., EST, January 16, 2007**.

Interested Firms are advised that, to be considered as a potential respondent to the RFP, a completed “Request For Qualifications” (RFQ) package for calendar years 2007-2008 must be on file with the Commission. The RFQ package may be obtained from the Commission’s Purchasing Manager, Kevin Golick.

Firms interested in receiving the RFP may request a draft copy from the Commission’s Purchasing Manager. Interested Firms may submit specific questions regarding the RFP and/or the LOI requirements. Any questions **shall** be addressed in writing and faxed to **440-234-0232 Attn.: Kevin Golick, or emailed to [kevin.golick@ohioturnpike.org](mailto:kevin.golick@ohioturnpike.org)**. **Please do not contact the Commission by phone. Do not address your questions to anyone other than Mr. Golick.** The inquiry Deadline is **5:00 p.m. EST, January 9, 2007**. A summary of all questions and answers will be compiled. Firms that so request will be forwarded a copy of each question and the Commission response. This information will be provided via facsimile or email (fax and/or email address must be provided), and will also be posted on the Commission’s Website, [www.ohioturnpike.org](http://www.ohioturnpike.org).

LOI’s must be submitted by **5:00 p.m. EST, December 15, 2006** to the Commission’s Purchasing Manager, Kevin Golick:

**Ohio Turnpike Commission  
Attn.: Kevin Golick, Purchasing Manager  
682 Prospect Street  
Berea, Ohio 44017**

**LETTER OF INTEREST CONTENT**  
**(Not to exceed ten pages)**

1. List the types/categories of services for which your firm has a current Qualifications Statement on file with the Commission in response to the 2007/2008 RFQ.
2. List significant subconsultants, their categories of service and the percentage of work to be performed by each proposed subconsultant.
3. List the Project Manager and other key staff members including key subconsultant staff. Address the experience of the key staff members on similar projects. Provide only the résumé of the proposed Project Manager. The proposed Project Manager must be a professional engineer registered in the State of Ohio.
4. Provide references from three governmental organizations other than the Ohio Turnpike Commission for similar projects for design and construction administration/inspection services completed in the past five years. For each reference/project listed provide a contact name and phone number.
5. Describe the capacity of your firm's staff and its ability to perform the work in a timely manner relative to present workload and the availability of assigned staff.
6. Provide a description of your Project approach, not to exceed two pages. Confirm the firm's proposed technical approach, cost containment practices, innovative ideas for this type of project and any other relevant information concerning your firm's qualifications to perform the services contemplated.

Items 1-6 must be included in the LOI, which should not exceed ten pages on single sided, 8 1/2" x 11" sheets of paper. To be considered, **one original and three copies of the LOI must be submitted no later than 5:00 p.m. EST, December 15, 2006.**