

Publication Date: June 25, 2026

Clermont County Ohio

Request for Statement of Qualifications
For
Professional Engineering/Right of Way
Acquisition/Appraisal Services/Geotech/Materials
Testing/Construction Inspection Services for the
Clermont County Engineer

Submission Due

Wednesday, July 15, 2026
4:30 pm local time

2381 Clermont Center Drive
Batavia, Ohio 45103

LEGAL NOTICE

Request for Statement of Qualifications

The Clermont Sun

Date: 06/25/2026

The Clermont County Engineer is establishing a prequalification list as authorized by Ohio Revised Code Section 153.68 for as-needed engineering services relative to design services for road or bridge projects, bridge load rating services, drainage analysis, traffic studies, performing geotechnical services, construction materials testing, construction inspection services or professional services related to right of way acquisitions. Potential projects may take place in 2026-2027. Request for Statement of Qualifications packet may be obtained via email at swest@clermontcountyohio.gov. All interested firms may email their **Statements of Qualifications** (SOQ) to swest@clermontcountyohio.gov no later than **4:30 PM Local Time on Wednesday, July 15, 2026**

The County Engineer will use this file to select qualified firms for services required for County projects if the estimated fee is **less than \$50,000** as permitted under ORC 153.71.

BOARD OF COUNTY COMMISSIONERS

CLERMONT COUNTY, OHIO

Bonnie J. Batchler, President

David L. Painter, Vice President

Claire B. Corcoran, Member

ATTEST:

Gael Fawley, Clerk of the Board

Bill To: Clermont County Engineer, 2381 Clermont Center Drive, Batavia, Ohio 45103.

INSTRUCTIONS

For “Statement of Qualifications”

NOTE: Submissions will be accepted in the following formats:

- One(1) pdf copy via email to swest@clermontcountyohio.gov.

DEADLINE: 4:30 p.m. local time, Wednesday, July 15, 2026

Questions on this Qualifications opportunity can be directed to the County Engineer by email to lgbloom@clermontcountyohio.gov, no later than July 13, 2026.

REQUIRED CONTENT

Of the “Statement of Qualifications”

The Clermont County Engineer will be accepting Statement of Qualifications **limited to 15 pages**. The copies of current ODOT prequalification letters do not count toward the page limitation.

1. Transmittal letter (counted toward page limitation) containing a statement of interest and overview of qualifications stating also, the firm name, address, telephone number and name of the individual expected to be the County Engineer’s point of contact for the submission and for coordinating future work. A cover page is not included in the page count

The transmittal letter shall state the specific nature of professional services that are proposed to be provided.

2. Competence of the Firm. (counted toward page limitation) Please provide:
 - a. Information regarding the firm’s history, including number of years in business.

- b. Owner's names and names of key personnel expected to be assigned to County Engineer work.
 - c. Brief discussion of the firm's specific abilities and expertise (reference Section 3, for the detailed description of prequalification service areas).
 - d. Resumes: Provide the resume of the individual to be assigned as the County Engineer's point of contact and resumes of key personnel expected to be assigned to the County's work. Resumes shall identify education, technical training, certifications, and other information to demonstrate competency of the firm's staff. Ensure that resumes outline project experience working with Clermont County and with other local government agencies.
 - e. Evidence of compliance with Ohio Revised Code, chapter 4733, section 4733.16, enabling firm to lawfully provide professional engineering and/or surveying services. Copy of firm's current Certificate of Authorization from the State Board of Registration for Professional Engineers and Surveyors will suffice.
3. Qualifications & Experience. (counted toward page limitation unless stated below) Please provide:
 - a. The firm's experience in performing engineering studies, design, geotechnical services, Right of Way Acquisition or Appraisal services, Construction Inspection, Material Testing on public works (i.e., municipal, county, state) projects;
 - b. Discussion of similar project experience by the firm's owners and key personnel. Discussion should include project descriptions and address the key individuals' role in these projects.
 - c. Copy of the firm's current ODOT prequalification letter (not counted toward 15 page limit). Firms that are not prequalified by ODOT shall include up to four (4) pages of qualifications and experience related to those prequalification areas under which the firm requests the County to evaluate.
4. Ability of the firm to perform the required service competently and expeditiously as indicated by the firm's workload. (counted toward page limitation) Please provide:
 - a. Discussion of availability of the firm's staff;

- b. Discussion of the firm's equipment and facilities, and their availability for County work.
5. Past Performance. (counted toward page limitation) Please describe:
 - a. Work and/or services completed by the firm, with emphasis on work completed for the Clermont County Engineer and for other county clients.
 - b. Firm's approach and success in controlling cost
 - c. Firm's approach and success in meeting contract deadlines.
6. Location of the firm's office from which work is expected to be managed. (counted toward page limitation)
7. List of References, (counted toward page limitation) including name of owner/client, the owner/client's contact person familiar with firm's work, nature of the specific work for the owner/client, and contact information (phone, email, address).

ANTICIPATED SCOPE OF WORK

The anticipated scope of services under an engineering/services contract may include, but not be limited to the following:

1. Conduct Engineering design on County infrastructure projects including necessary field work, and provide from that design, complete detailed plans, specifications, and estimates of costs;
2. Conduct bridge inspections to assess conditions and provide to the County required load ratings;
3. Provide County drainage analysis;
4. Assist County in traffic studies;
5. Geotechnical Services, construction materials testing;
6. Construction Inspection services;
7. Right of Way Acquisition services, appraisal and relocation review services.