

**REQUEST FOR QUALIFICATIONS
HINCKLEY TOWNSHIP, OHIO BOARD OF TRUSTEES
ADDITION TO THE HINCKLEY TOWNSHIP POLICE DEPARTMENT**

Hinckley Township, Ohio is seeking Statements of Qualifications from qualified Architects interested in providing architectural services for Design, Engineering, and Construction Specifications for the Police Station addition project.

Interested Architects or Architectural firms are invited to obtain a copy of the Request For Qualifications (RFQ) from the Hinckley Township Administrative Office, 1410 Ridge Road, Hinckley, Ohio.

Electronic copies of the RFQ may also be obtained via www.hinckleytpw.org or by contacting the administrative office during regular business hours at 330-278-4181.

The Architect shall provide four(4) copies of the proposal and one (1) electronic copy in a PDF format.

The intent of this request is to have the architects/architectural firms under consideration specifically address the services required. The Architect shall provide to the Township, at a minimum the items outlined in the RFQ or explain variations to this listing;

which shall include but are not limited to:

- The Architect shall meet with the Township representatives to discuss spatial needs, design concepts and a preliminary site review.
- The Architect shall conduct a site evaluation to determine preferred addition location, evaluation of the existing riparian zone and outside mechanical area, etc...
- Provide an estimation of cost for an addition to the current police station.

Hinckley Township will evaluate submissions as outlined in the RFQ and reserves the right to interview selected Architects as deemed appropriate.

Copies of the statements of qualifications shall be clearly marked in a sealed envelope "Request for Qualifications HPD - Architectural Services" and received by Friday, April 30, 2021 either by mail, courier, or in person to:

Martha Catherwood
Hinckley Township Fiscal Officer
1410 Ridge Road
Hinckley, Ohio 44233

Hinckley Township reserves the right to accept or reject any or all proposals and to waive any informalities or irregularities. Hinckley Township reserves the right to accept the proposal deemed most advantageous and in the best interest of the Township.

The Architect must assure Hinckley Township that it is an equal opportunity employer and that it does not and will not discriminate in any fashion in regard to race, sex, national origin, political affiliation, disability (handicap), military service or age where protected by law or any other non-merit or not occupational related factors.

Additional information concerning the submission of proposals may be obtained by calling Police Chief David Centner, 330.278.2690, dcentner@hinckleypd.us.