



**PUBLIC NOTICE
REQUEST FOR QUALIFICATIONS
CENTERVILLE-WASHINGTON PARK DISTRICT (CWPD)**

Centerville-Washington Park District (CWPD) requests professional design firms interested in providing professional design services that will cost less than \$50,000 to submit a Statement of Qualification (SOQ) pursuant to Ohio Revised Code §153.65-73. Professional design services refer to services within the scope of practice of an architect, landscape architect, professional engineer, or surveyor.

Qualification statements will be accepted at any time from any professional design firm. CWPD will send out an annual request to update qualification statements that are on file; however, it is the design firm's obligation to keep the qualifications current by providing annual SOQ updates or statements that nothing has changed from the prior version currently on file.

SOQs should include the following information: firm's history; resumes of key personnel including professional registrations; list of client references and representative park-related projects, including a brief description and relative size of each project; proof of professional liability insurance; and previous work performed in Montgomery County or Ohio Counties of similar size.

Upon receipt, CWPD will evaluate each SOQ for inclusion on the prequalified list. SOQs shall be no more than 40 pages; electronic proposals are preferred. Email or send to:

**Tony Carpenter
Project and Planning Manager**
221 N. Main Street
Centerville, Ohio 45459
Email: tcarpenter@cwpd.org

Notice is also posted at www.cwpd.org

All questions regarding this request are to be submitted in writing to the attention of Tony Carpenter at tcarpenter@cwpd.org

Advertisement Date: January 6, 2026