

**Morgan County Commissioners**  
**Request for Qualifications (RFQ)**

**General Information**

The Morgan County Commissioners through this RFQ, is seeking a qualified environmental consulting firm to provide assistance with implementation of environmental remediation, risk assessments, community outreach, and other environmental or planning components of the Ohio Brownfield Grant.

This solicitation is being issued in part to comply with State of Ohio Revised Code Chapter 153 requirements to hire a consulting firm to assist Morgan County.

The purpose of the RFQ is to select a consultant with experience in brownfield assessment and remediation. Morgan County will include individual sites targeted for assessment, approved by the Ohio Brownfield grant that Morgan County has secured.

Morgan County prefers to award a contract to one full-service firm to serve as the consultant in successfully implementing and achieving the goals in the subsequent work plan. The contract period will begin with approved firm within the approval from the Morgan County Commissioners. The contract period may be extended with Morgan County if additional grant funds are obtained through the Ohio Brownfield Grant.

**Proposal Requirements**

Consultants are asked to submit qualifications describing their capacity and success within the Ohio Brownfield Grant Programs. As well as their ability to manage and implement these types of grant funded projects. In addition, Morgan County will be asking for consultants to provide a rough cost estimate to develop new remedial action plan for each site, as well as a contract of services for each project outlining estimated cost and hourly rates. Any clarification or questions regarding this proposal shall be submitted in writing via email to the below email.

[shannon.wells@morgancounty-oh.gov](mailto:shannon.wells@morgancounty-oh.gov)

One copy of the proposal should be prepared and include the following:

Business Organization, name, area of expertise, a brief history of the firm, size, office locations, and business address. The name, address and telephone number of a contact person or project manager.

Management Outline and Project Approach: A description of how the consulting firm will work with Morgan County in implementation of the Ohio Brownfield Grant.

Experience and Capabilities: The relevant management and technical experience and capabilities of the consulting firm shall be defined with respect to the following activities related to implementation of the Brownfield Grant

A. Project Experience of Key Personnel:

1. Conducting environmental investigations and cleanups
2. Community involvement activities related to brownfield projects

B. Regulatory and Scientific/Technical Knowledge

1. Knowledge and expertise pertaining to federal and state environmental grant programs and track record preparing successful grant applications.
2. Knowledge and expertise working with Ohio EPA
3. Knowledge and expertise to Ohio EPA environmental and other Federal, laws and regulations
4. Individual staff knowledge and technical experience relative to ESAs/ brownfield projects and contaminated site remediation.

Morgan County will review and evaluate the proposals with the following criteria: successful track record in implementing Brownfield grant projects, expertise related to relevant project components, firm and staff experience related to brownfield assessments, demonstrate ability to provide comprehensive and innovative environmental services.

Morgan County reserves the right to accept or reject any and all proposals on any basis it deems appropriate. Morgan County reserves the right to re-issue or cancel the RFQ if none of the proposals are deemed satisfactory to Morgan County.

If Morgan County for any reason is unable to reach a final agreement with the finalist, Morgan County then reserves the right to reject such finalist and negotiate a final agreement with another finalist who has the next most viable proposal. Morgan County may also elect to reject all proposals and re-issue a new RFQ.

### **Proposal Time Schedule**

Website Advertisement: July 17, 2025

Deadline to Submit Proposals: July 31, 2025 by 4:00 p.m.

Anticipated evaluation completion: August 7, 2025

Anticipated Agreement Date: August 11, 2025

Morgan County Plans to select a consultant by approximately August 11, 2025. Should either party fail to execute a contract within 30 days of notification of award, Morgan County reserves the right to rescind the award and select services from another firm.

**Submitting of Proposal**

One (1) original copy must be submitted by 4:00 p.m. EST on July 31, 2025

The mailing address is:

Morgan County Economic Development

155 E. Main Street Room 135

McConnelsville, OH 43756

Late proposals will not be considered.