

**Public Notice**  
**FRANKLIN COUNTY CONVENTION FACILITIES AUTHORITY**

**REQUEST FOR QUALIFICATIONS:**  
**Architectural and Engineering Design Services Pre-Qualification**

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The Franklin County Convention Facilities Authority (“FCCFA”) is seeking submittals of qualifications to pre-qualify architecture and engineering firms to provide professional design and engineering services for projects valued at less than \$50,000. Statements of qualifications will be received until **Wednesday May 15, 2024 at 4:00 PM**. Sealed qualifications are to be submitted to the FCCFA offices located at the Greater Columbus Convention Center, 400 North High Street, 4<sup>th</sup> Floor, Columbus, Ohio 43215.

The FCCFA is the owner/developer of the Greater Columbus Convention Center, the Hilton Columbus Downtown Hotel, Nationwide Arena, and six parking facilities, all located in downtown Columbus, Ohio. Established by the Franklin County Commissioners in July 1988 pursuant to Chapter 351 of the Ohio Revised Code, the FCCFA is a special governmental unit governed by an eleven-member board appointed by the Franklin County Commissioners, Mayor of Columbus, and suburban mayors.

Through this RFQ the FCCFA seeks to pre-qualify architecture and engineering firms to provide professional design services for new construction, repair and renovation projects with professional design fees of \$50,000 or less. Firms submitting a statement of qualifications in response to the RFQ will be eligible to be selected to provide professional design services for a wide range of projects commencing between May 2024 and May 2025.

To be considered for this RFQ, submittals should include, but not be limited to; a description of the firm, proposed staffing for the project along with resumes and credentials, information on the firm’s engineering/design experience on a wide range of projects (references included), and a discussion of the firm’s proposed approach towards the provision of professional design services.

Firms who have received pre-qualification in previous years are encouraged to provide submittals updating the firm’s information.

A copy of the complete request for qualifications can be obtained from the FCCFA offices. All requests for copies of the RFQ and questions regarding the RFQ should be directed to Jordan Edmonds at [jedmonds@fccfa.org](mailto:jedmonds@fccfa.org) or 614-827-2811.

the FCCFA reserves the sole right to (1) evaluate the qualifications submitted; (2) waive any irregularities therein; (3) select candidates for the submittal of more detailed qualifications; (4) accept any submittal or portion of a submittal; and/or (5) reject any or all responses to the RFQ, should it be deemed in the FCCFA’s best interest to do so. This RFQ is not intended to be an offer, contract, obligation, or commitment of any kind.