

Request for Proposals

Clermont Soil and Water Conservation District

MARCH 12, 2026

*AMENDED APRIL 17, 2026

Submitted by

GEI Consultants, Inc.
20 East Broad Street
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1. BACKGROUND

Clermont Soil and Water Conservation District (SWCD), working in partnership with GEI Consultants, issues this Request for Proposals (RFP) to remove a low head dam and pumphouse, and restore approximately 1,400 feet of Cloverlick Creek, located in the East Fork watershed, near the Village of Bethel, Ohio (latitude/longitude: 38.990398, -84.065893). Cloverlick Creek is a part of the Hydrologic Unit Code Part (HUC) 050902021202 within the East Fork Little Miami River basin, and flows into William H. Harsha Lake (U.S. Army Corp of Engineers – USACE).

By removing the dam and pumphouse, and implementing stream restoration efforts within Cloverlick Creek, Clermont SWCD aims to mitigate water quality impairments to help restore the creek's Warm Water Habitat (WWH) aquatic life use designation. The project focus is to remove impounded sediment upstream of the dam, remove the dam, pumphouse, and any associated infrastructure completely to a minimum of 12 inches below grade, stabilize stream banks, implement structural features to stabilize the streambed and banks, restore and/or enhance native vegetation, and improve water quality and habitat conditions in this river segment. Additional project partners include the Ohio Department of Natural Resources and the Village of Bethel, Ohio. The project partners recognize the adverse impacts of the dam and accumulation of sedimentation to water resources and the environmental benefits associated with this project.

1.1 STATEMENT OF PURPOSE

It is the intention of Clermont SWCD to solicit design-build proposals for a contractor ("Contractor") that shall provide all activities and services required to develop a final design for the project, including plans, calculations, modeling, and specifications, securing required permitting, and construct the Cloverlick Creek dam removal and stream restoration, in accordance with the goals of the SWCD and ODNR. Work will focus on the sediment removal, dam and pumphouse removal, and stream restoration. The total amount of compensation sought for completion of the Project shall not exceed \$2,652,000.00.

As further described in the attached Project Scope, this RFP is for a Design-Build Contract. Clermont SWCD reserves the right to reject any and all proposals for any reason and to pursue purchasing in a manner that is in the best interest of the agency.

1.2 CLERMONT SWCD'S OBLIGATIONS

Clermont SWCD shall incur no obligation or liability whatsoever by reason of issuance of this RFP or action by anyone relative thereto.

1.3 CONTRACTOR'S OBLIGATIONS

Contractor must review and analyze all sections of this RFP and submit all information and materials required, providing sufficient information to allow SWCD to evaluate the Proposal. Contractor, by submitting its proposal, agrees that any costs incurred by the Contractor in responding to this RFP are to be borne by the Contractor.

Contractor's proposal must provide information in the order listed in this RFP and substantially adhere to the design concept plan produced by GEI. If SWCD has any confusion or difficulty in retrieving the required information from a Contractor's proposal, it may result in disqualification of such proposal. Contractor may not have the ability to resubmit its proposal to SWCD.

SWCD requests firm fixed pricing for your proposal. If you are chosen as an award winner and any additional costs are presented at the time of agreement negotiations or implementation, SWCD has the right to rescind your organization as the award winner.

If the Contractor requires any additional topographic or other technical survey, any such surveys shall be the Contractor's responsibility and should be included within the Contractor's pricing structure.

The design concept plan provided by SWCD includes conceptual level approximations of quantities for convenience only. The Contractor shall be responsible for verifying all measurements to their own satisfaction and furnishing whatever quantity of materials necessary to construct the project in adherence with the concept plans. The Contractor shall be solely responsible for any costs incurred due to underestimating the amount of earthmoving, rock, or other materials or work required to complete the Project.

1.4 DISPOSITION OF PROPOSALS

All material submitted in response to this RFP will become the property of SWCD and may be returned only at the option of SWCD and at the expense of the Contractor. Successful and unsuccessful contractors will be notified in writing or via email. SWCD shall not be obligated to detail any of the results of the evaluation.

1.5 CONTRACTUAL COMMITMENT OF PROPOSAL

The contract for professional services will follow requirements set forth in Ohio Revised Code 153.59.

1.6 INSURANCE AND BOND REQUIREMENTS

The Contractor shall comply with the laws of the State of Ohio relating to insurance coverage and shall provide SWCD with a Certificate of Insurance verifying its limits for public, liability, property damage, and automobile insurance in an amount not less than One Million Dollars (\$1,000,000), per occurrence. For the awarded Contract, SWCD and the Village of Bethel shall be specifically named as an "additional insured" on all policies covering work under the Contract and the required Certificate of Insurance shall show that these entities have been added to the policies. All insurance shall be endorsed so that it cannot be canceled in less than thirty (30) days.

The Contractor shall provide SWCD with separate performance and payment bonds, the penal sum of each shall equal one hundred percent of the contract sum.

1.7 APPLICABLE STATE AND FEDERAL REQUIREMENTS

Contractor shall comply with all applicable federal, state and local laws, statutes, regulations, ordinances, assurances, and orders, whether or not specifically referenced herein. Contractor must be compliant with requirements outlined in the Ohio Revised Code and Ohio Administrative Code for Design-Build (D-B) services. Contractor must also comply with the Davis-Bacon Act prevailing wage requirements.

1.8 DRUG FREE WORKPLACE

The Contractor shall comply with all applicable federal, state and local laws regarding smoke-free and drug-free work places and shall make a good faith effort to ensure that none of its employees or permitted subcontractors engaged in the work being performed hereunder purchase, transfer, use, or possess illegal drugs or alcohol, or abuse prescription drugs in any way.

1.9 LIABILITY

The Contractor agrees to indemnify and to hold Clermont SWCD, the Criteria Engineer, and the private property owners harmless and immune from any and all claims for injury or damages arising from this RFP which are attributable to Contractor's own actions or omissions or those of its trustees, officers, agents, employees, subcontractors, suppliers, third parties utilized by Contractor, or joint ventures.

1.10 RIGHT TO REJECT

Clermont SWCD reserves the right to reject, in its sole and absolute discretion, any and all proposals, for any reason, to waive technicalities, and to pursue purchasing that is in the best interest of the agency. Clermont SWCD shall not be required to award a contract to any entity that responds to this RFP. The final award of the Project is conditional on Contractor executing a written Contract acceptable to Clermont SWCD, in its sole and absolute discretion. If Clermont SWCD fails to negotiate a contract with the design-build firm whose pricing proposal Clermont SWCD determines to be the best value, Clermont SWCD shall inform the design-build firm in writing and shall continue negotiating with design-build firms in the order of their ranking until a contract is negotiated.

2. PROPOSAL SUBMISSION REQUIREMENTS

2.1 BIDDER SUBMISSION REQUIREMENTS

Submission of Proposal:

2.1.1 Contractor will send its response to this RFP electronically by creating a private link (i.e. Google Drive, SharePoint) to jmcmanus@clermontcountyohio.gov and mcclatchey@clermontcountyohio.gov. The response should include the following items:

- Qualifications and Experience
 - Interested contractors shall provide a statement of qualifications and relevant experience. Résumés shall be submitted for all key project personnel, including the Project Manager, Engineering Design Leads, Engineer of Record, and Site Superintendent, along with any other staff anticipated to have a substantial role in project delivery.
 - Submit up to five (5) example projects that demonstrate the design-build team's experience with dam removal and stream restoration work.
- Proposal and technical approach including a description for all relevant tasks
 - Conceptual engineering plans shall be used as the baseline for design. Candidates may provide discussion and comment on alternative approaches to achieve restoration objectives and to propose alternatives and/or complementary tasks to complete the project more economically.
 - Expected Outcomes
- Project Timeline
 - Project must be substantially complete by December 1, 2026.
- Budget and Budget Narrative
 - Design services and permitting (reference table below);
 - Implementation (reference table below);
 - Post-Construction Monitoring (reference table below);
 - Contingencies.
 - Specify expiration date

Item Description	Quantity	Unit	Unit Price	Cost
Phase 1: Design and Permitting				
Design Services				
Permitting				
Phase 2: Implementation				
General Conditions				
Project Management and Oversight				
Mobilization				
Site Preparation and Access Road Improvements				
Erosion and Sediment Controls				
Clearing and Grubbing				
Dewatering and Control of Water				
Sediment Testing, Removal and Disposal				
Demolition and Removal of Dam, Pumphouse				
Site Grading				
Stream Restoration				
Site Restoration				
Post-Construction Survey				
As-built Drawings and Report				
Phase 3: Monitoring				
Stream Monitoring - Year 1				
Subtotal				
Contingency, Including Corrective Action				
Total				

Table 1: Bid Tabulation for Cloverlick Creek Dam Removal

- Performance and Payment Bonds
 - o Prior to the execution of the contract, the contractor shall provide SWCD with separate performance and payment bonds. The penal sum of each bond shall equal one hundred percent of the contract sum.

2.2 PROPOSAL EVALUATION / SELECTION PROCESS

2.2.1 Clermont SWCD will hold a pre-proposal meeting for all interested contractors. Contractors are to make written proposals, which present Contractor’s qualifications and understanding of the work to be performed. Contractors are asked to address each evaluation criterion and to be specific in presenting their qualifications. Proposals will be reviewed by the SWCD, the Technical Advisory Committee (TAC) and the Clermont SWCD Board of Supervisors. Proposals should be as thorough and detailed as possible so the reviewers may properly evaluate Contractor’s capabilities to provide the required services. The TAC will rank proposals

according to Contractor’s qualifications and subsequently review the pricing proposals. The TAC may hold discussions with ranked firms to further investigate proposals, including the scope and nature of the firm’s proposed services and technical approaches. The TAC will provide its recommendations to the Clermont SWCD Board of Supervisors. The Clermont SWCD Board of Supervisors may require an interview and full presentation to make the final selection.

2.2.2 The minimum selection criteria will include the following:

- Quality and Adherence to RFP Instructions
- Qualifications of Contractor and Subcontractors
- Statement of Qualifications previously submitted; provide amendments as necessary;
- Demonstrated ability to understand and perform the project;
- Technical solution for creating deliverable products, costs, work sequencing, schedule and overall quality.

2.3 QUESTIONS REGARDING THIS RFP

Contractor understands and agrees that it has a duty to inquire about and clarify any RFP questions that the Contractor does not fully understand or believes may be interpreted in more ways than one.

Contractors may only submit questions regarding this RFP to SWCD, via email and copy both jmcmanus@clermontcountyohio.gov and rmclatchey@clermontcountyohio.gov. Questions and answers will be shared by e-mail with all Contractors and posted to the project website. However, it is not required to answer any questions that are not pertinent to the RFP or are considered to be proprietary information.

2.4 RESTRICTED COMMUNICATIONS

It is the policy of SWCD to avoid situations which (1) place it in a position where its judgement may be biased; (2) create an appearance of conflict of interest with respect to rendering an impartial, fair, technically sound, and objective decision prior to selection; or (3) give an unfair competitive advantage to competing Contractors. Therefore, to ensure an ethical RFP process, bidders will not be able to submit questions or otherwise communicate with SWCD after the date listed in the table in Section 2.5 below.

2.5 CRITICAL DATES

2.5.1 Pre-Proposal Meeting and Proposal Due Date

A pre-proposal meeting will be held on March 24, 2026 from 10:00 a.m.-12:00 p.m. at the Bethel Municipal Building located at 120 North Main Street, Bethel, Ohio, 45106. Attendees will be given time to access the project site following the meeting. Proposals shall be delivered to SWCD by 4:30 p.m. on or before May 1, 2026. See Section 2.1 for Submission Requirements.

RFP Activities	Date
Pre-Bid Meeting and Site Visit	March 24, 2026
Deadline for submittal of questions	April 17, 2026
Communications End	April 17, 2026
Proposals Due	May 1, 2026
Project Award	May 11, 2026

The following implementation schedule is tentative and may change.

Implementation Activities	Date
Notice to Proceed	May 13, 2026
Design, Permitting and Engineering Complete	September 25, 2026
Start of Project Construction	October 1, 2026
Project Construction Substantially Complete; Warranty Starts	July 31, 2027
Post-construction partner meeting	August 23, 2027
Warranty Period Ends	July 31, 2028
Post-construction performance monitoring	July 2027-July 2028

2.6 VISITING THE SITE

Contractors interested in submitting proposals are permitted to access the site to inform their responses to the RFP. Contractors in attendance for the March 24, 2026, pre-proposal meeting may access the site that same day after the meeting concludes. In the event of inclement weather, another site visit will be scheduled. Any additional site visit requests must be directed to and scheduled by Clermont SWCD. Drones shall not be flown over the site without approval from Clermont SWCD.

All visits and inspections of the site are at each Contractor's sole risk and, by their visit to the site, each such Contractor releases Clermont SWCD and the private property owners from injuries, illness, liability, or expenses incurred as a result of, or arising out of the site visit.