

RESOLUTION APPROVING EVALUATION COMMITTEE, SELECTION COORDINATOR, AND AUTHORIZING CONSTRUCTION MANAGER AT RISK PROCUREMENT PROCESS FOR THE ASHTABULA COUNTY PUBLIC SAFETY CENTER PROJECT

WHEREAS, the Board of Commissioners of Ashtabula County, Ohio (the "Board") is undertaking the Ashtabula County Public Safety Center Project (the "Project") and has determined that it is in the best interest of the County to use the Construction Manager at Risk ("CMR") delivery model for the Project which will require the services of a CMR to provide preconstruction services during the design phases as well as be responsible for construction of the Project; and

WHEREAS, pursuant to Ohio Administrative Code 153:1-6-01, the Board approves:

Casey Kozlowski, Commissioner
Tim Martin, County Engineer
Janet Discher, County Administrator
William R. Niemi, Sheriff
Steven Sekanina, Village of Jefferson Mayor

as members of the Evaluation Committee for the CMR procurement with Janet Discher serving as the Selection Coordinator per Ohio Administrative Code 153:1-6-03 and authorizes the Selection Coordinator to develop a process for maintaining records of decisions made during the CMR selection process; and

WHEREAS, the Ohio Revised Code and Ohio Administrative Code define a two-step best value selection process for procurement of a CMR, beginning with the Request for Qualifications ("RFQ"), review of submitted qualifications by the Evaluation Committee to identify a shortlist of qualified firms, then a Request for Proposals ("RFP") is issued to the shortlisted firms to request pricing and technical proposals for evaluation by the Evaluation Committee in order to rank the firms and determine the best value CMR firm for the Project; and

WHEREAS, the Board wishes to authorize the Evaluation Committee, working with construction legal counsel, to conduct all steps of the statutory CMR procurement process pursuant to the law and consistent with the rules and criteria set forth in Ohio Administrative Code 153:1-6-01, including issuing a public notice, identifying the qualifications criteria required for the Project, determining how the qualifications will be evaluated, issuing an RFQ, evaluating responses received and selecting no fewer than three firms which it considers most qualified to provide the required services unless fewer than three qualified firms are available, identifying the performance criteria and pricing criteria required for the Project, determining how the criteria will be evaluated, issuing an RFP to the shortlisted firms, conducting interviews of CMR firms that submit proposals, evaluating and ranking the shortlisted firms based on the final evaluation of each proposal to determine the "best value" per Ohio law, and recommending such ranking and selection to the Board for approval pursuant to Ohio Administrative Code 153:1-6-03, at a future meeting of the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Ashtabula County, Ohio as follows:

1. The Board authorizes the Selection Coordinator designated above to convene the Evaluation Committee consisting of the individuals identified above pursuant to Ohio Administrative Code Sections 153:1-6-03 and 153:1-6-01 for the best value selection of a CMR for the Project.
2. The Board authorizes the Evaluation Committee to work with construction legal counsel to conduct all steps of the statutory CMR procurement process, including but not limited to, issuing a public notice and RFQ, evaluating qualifications received to identify a shortlist of qualified firms, issuing an RFP, conducting interviews, and

evaluating proposals to rank the firms and determine the best value CMR firm for the Project for approval at a future meeting of the Board.

3. Sealed Statements of Qualifications addressed to Lisa Hawkins, Clerk of the Board, will be accepted at the offices of the Ashtabula Board of Commissioners, 25 West Jefferson St., Jefferson OH 44047, until 3:00 p.m. EST on January 14, 2026.

**ASHTABULA COUNTY COMMISSIONERS
CERTIFICATION PAGE**

Resolution No. 2025-551

December 16, 2025

**RESOLUTION APPROVING EVALUATION COMMITTEE, SELECTION
COORDINATOR, AND AUTHORIZING CONSTRUCTION MANAGER AT RISK
PROCUREMENT PROCESS FOR THE ASHTABULA COUNTY PUBLIC SAFETY
CENTER PROJECT**


Upon the motion of Casey R. Kozlowski, seconded by Kathryn L. Whittington.

VOTE:

J.P. Ducro IV	Aye
Casey R. Kozlowski	Aye
Kathryn L. Whittington	Aye

CERTIFICATE OF CLERK

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.


Crystal Sturgill, Clerk of the Board, *Acting*
Board of County Commissioners
Ashtabula County, Ohio

**NOTICE OF REQUEST FOR QUALIFICATIONS
FOR CONSTRUCTION MANAGER AT RISK
FOR THE ASHTABULA COUNTY PUBLIC SAFETY CENTER PROJECT**

The Board of Commissioners of Ashtabula County, Ohio is requesting Statements of Qualifications pursuant to Ohio Revised Code Section 9.33, et seq., from firms to provide construction manager at risk services for its Ashtabula County Public Safety Center (Jail) Project which will include a 55,601 square foot expansion.

The Request for Statement of Qualifications shall be obtained via the Ashtabula County website under Bid Opportunities, www.ashtabulacounty.us/bids by clicking on the Bid Notice titled: Ashtabula County Public Safety Center (Jail) Request for Qualifications for CMAR Services. The Request for Qualifications is available by download, after completing the required identifying information.

Statements of Qualifications will be accepted until **3:00 p.m. EST, on January 14, 2026**. State of Ohio monies are being used to fund this Project and relevant state requirements will apply.

By Order of the Ashtabula County Board of Commissioners:

J. P. Ducro IV, Casey Kozlowski, Kathryn Whittington

Lisa Hawkins,
Clerk of the Board

Published: 12/16/2025 County Website
12/18/2025 Gazette Newspapers