

**Request for Qualifications
Professional Engineering Services
Public Library HVAC Replacement
Coshocton Public Library**

The Coshocton Public Library Board of Trustees is seeking qualifications for professional engineering services from firms licensed to work in the state of Ohio on HVAC systems. Firms will provide professional engineering services for the design, management, coordination, and preparation of construction documents associated with the Public Library HVAC Replacement project at the Coshocton Public Library.

Project Description

This project consists of providing design services for the replacement and demolition of one rooftop York Condensing Unit along with a flame burner and multizone air handling unit located in the Coshocton Public Library. The existing system is from 1980.

Scope of Services

The scope of services includes, but is not limited to:

Provide and implement a plan for updates/replacements/demolition of HVAC equipment for the library.

Submittal Content

The Statement of Qualifications should include the following:

1. A cover letter with the name and address of the firm expressing interest and capability to perform the work of Public Library HVAC Replacement Project;
2. Information regarding the firm's history;
3. Education and experience of owners and key personnel;
4. Competence to perform professional services as indicated by technical training, education, and experience of the firm's personnel for those employees within the firm who would be assigned;
5. Ability of the firm in terms of workload and the availability of qualified personnel to complete services competently and expeditiously;
6. Past performance of the firm as reflected by evaluations of previous clients with respect to such factors as control of costs, quality of work, and meeting of deadlines;
7. Past project examples;
8. Any proposed changes to the Scope of Services.

Statements of qualifications must be submitted to the following email address by 5:00 p.m. local time on January 28, 2022.

Jennifer Austin, Director
jaustin@coshoctonlibrary.org
Coshocton Public Library
655 Main Street
Coshocton, Ohio 43812