

LEGAL NOTICE OF INTENT TO EMPLOY A MASTER PLANNING FIRM FOR THE CITY OF MIDDLEBURG HEIGHTS CENTRAL PARK MASTER PLAN

The City of Middleburg Heights is issuing a Request for Qualifications for Master Planning Services in Accordance with ORC 153.67 for the City of Middleburg Heights Central Park Plan Project.

The City of Middleburg Heights is interested in engaging a talented project partner (Firm) to assemble, create, and deliver the proposed *Central Park Master Plan* as recommended by the *Community Master Plan* currently being prepared by the Cuyahoga County Planning Commission, and in conjunction with concurrent planning efforts by Cleveland Metroparks, the Northeast Ohio Regional Sewer District, and the Middleburg Heights Branch of the Cuyahoga County Public Library. The above groups will serve the City of Middleburg Heights as a Stakeholder Working Group for the duration of the project. The City anticipates the creation of a phased approach to maximize opportunities for site assembly, and for public engagement to better position the City to fully develop the overall Central Park Master Plan.

All services shall be in accordance with an agreement with the City of Middleburg Heights.

The Request for Qualifications must be obtained from the City of Middleburg Heights website at www.middleburgheights.com. Written sealed submission of qualifications will be received at the City of Middleburg Heights Department of Public Service during normal business hours, 8:30 a.m. to 5:00 p.m., Monday – Friday, located at Middleburg Heights City Hall, 15700 East Bagley Road, Middleburg Heights, Ohio 44130, until 12:00 p.m., local time, on Friday, NOVEMBER 4, 2022, at which time qualifications will be publicly recorded. Envelopes containing submissions should be marked “RFQ – City of Middleburg Heights Central Park Master Plan”. Please submit all questions in writing via email to Mr. Jeff Minch at service@middleburgheights.com, with “RFQ – City of Middleburg Heights Central Park Master Plan” in the subject line, no phone calls please.

Any person who submits, or attempts to submit, qualifications is solely responsible for the method of submission and assumes the risk that the qualifications may be delayed or not received by the City of Middleburg Heights, whether by reason of equipment malfunction, human error or any other cause whatsoever. LATE QUALIFICATIONS WILL NOT BE CONSIDERED.

The City of Middleburg Heights reserves the right to reject any and all submissions and/or proposals, to waive any informalities in the submissions and/or proposals received, and to accept any submission and/or proposal which is deemed in the best interest of the City.

CLEVELAND PLAIN DEALER:

PLEASE PUBLISH: September 28, 2022; October 5, 2022, and October 12, 2022

NOTE TO PLAIN DEALER: Please send four (4) copies invoice and affidavit to: Mr. Jeff Minch, Assistant Director of Public Service, 15700 Bagley Road, Middleburg Heights, Ohio 44130