Buttonwood Park Restoration

Design-Build Project

Wood County, Ohio

Request for Proposals

April 22, 2026

Black Swamp Conservancy, 4825 Sugar Ridge Rd, Pemberville, OH 43450

Sealed Bids must be received by 4:00pm Eastern on May 14, 2026

STATEMENT OF PURPOSE:

The Black Swamp Conservancy (the "Conservancy") is requesting sealed Bids for the Buttonwood Park Restoration project described herein. The Conservancy is seeking a contractor or team of contractors to manage and implement all aspects (including, without limitation, design, engineering, permits, construction, and planting) of a design-build wetland and floodplain restoration project on 9 acres of the Wood County Park District's ("WCPD") Buttonwood Park / Betty C. Black Recreation Area in Perrysburg Township, Wood County, Ohio (the "Project"). Buttonwood Park / Betty C. Black Recreation Area (the "Site") is a public park that is primarily a natural area providing access to the Maumee River for passive recreation. Wood County Park District's Buttonwood Park has suffered two catastrophic flood events caused by ice jams in the past decade, one in 2014 and one in 2018. Both floods obliterated the Park's infrastructure, including soccer fields and a campground. WCPD now wants to restore natural floodplain function to the site, rather than rebuilding recreational infrastructure. WCPD is collaborating with Black Swamp Conservancy to manage a restoration project at the Site, funded by Ohio Department of Natural Resources' H2Ohio Wetland Program. The "Restoration Area" is the southern 9 acres of the Site, where the soccer fields and campground once were. The goal for the restoration is to capture nutrient runoff and provide habitat by converting about 9 acres of field to a matrix of scrub-shrub wetland, sedge wetland and upland habitats by accessing water from a ditch, shaping microtopography to create storage and planting native plant communities.

SECTION A: GENERAL ADMINISTRATIVE PROVISIONS

THE CONSERVANCY'S PROCUREMENT PROCESS

The Conservancy 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 organization.

The Conservancy reserves the right to reject, in whole or in part, any proposal that the Wood County contracting authority has determined, using the factors and criteria described in the Proposal Evaluation item in Section E of this RFP, would not be in the best interest of Wood County.

VENDOR'S OBLIGATIONS

Contractor must analyze and respond to all articles of this RFP providing sufficient information to allow the Conservancy 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 and may not be billed to the Conservancy.

Through this RFP, one Contractor will be selected to implement the design, permitting, engineering, construction and planting of the Buttonwood Park Floodplain Restoration Project. The Conservancy shall select a Contractor in the Conservancy's sole discretion. The Conservancy 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 organization and that is in compliance with the grant requirements that are financing the Project.

If a particular entity is chosen as an award winner and any additional costs are presented at the time of entering into a final agreement or Project implementation, the Conservancy reserves the right to reject that entity as the Contract winner and/or terminate any Project Contract with that entity, in the Conservancy's sole and absolute discretion.

RESTRICTED COMMUNICATIONS

In order to avoid situations where a potential or perceived conflict of interest could occur or where an unfair competitive advantage could be obtained or perceived, all inquiries or other communications regarding this RFP shall be exclusively directed to Melanie Coulter as described in Section E below. Contractors are hereby expressly instructed not to otherwise communicate with the Conservancy or partners regarding this RFP. This prohibition is also applicable to Contractor's affiliates, officers, employees, agents, subcontractors, consultants and proposing team members.

DISPOSITION OF PROPOSALS

All material submitted in response to this RFP will become the property of the Conservancy and may be returned only at the option of the Conservancy and at the expense of the Contractor. The Conservancy reserves the right to retain a copy of any materials returned. Successful and unsuccessful Contractors will be notified in writing. The Conservancy shall not be obligated to detail any of the results of its evaluation.

CONFLICTS OF INTEREST AND ETHICS COMPLIANCE

In order to eliminate any conflicts of interest or perceived conflicts of interest, it is necessary for each Contractor to disclose names and information in accordance with the attached Conflict of Interests Disclosure form. This relates to people who work, directly or indirectly, to respond to this RFP, as well as people who will do the resultant work if the Contractor receives the contract. The information will be kept confidential and given out only on a "need to know" basis.

The Contractor shall not voluntarily acquire any personal interest, direct or indirect, which is incompatible or in conflict with the discharge and fulfillment of his or her functions and responsibilities with respect to the carrying out of said work.

The Contractor represents, warrants, and certifies that it and its employees engaged in the administration or performance of this Agreement are knowledgeable of and understand the Ohio Ethics and Conflicts of Interest laws as found in Ohio Revised Code Chapter 102 and in Ohio Revised Code Sections 2921.42 and 2921.43 and Executive Order No. 2007-01S ("Executive Order"). The Contractor further represents, warrants, and certifies that neither Contractor nor any of its employees will take any action inconsistent with such laws and/or the Executive Order. The Contractor understands that failure to comply with Ohio's ethics and conflict of interest laws is, in itself, ground for termination of the Contract.

INSURANCE REQUIREMENTS

Upon signing the Contract, the selected Contractor shall provide the Conservancy with a Certification of Insurance verifying its limits for liability, property damage, and automobile insurance in an amount not less than One Million Dollars ($1,000,000), per occurrence.

The Conservancy and WCPD shall be specifically named as an "additional insured" on all policies covering work under this Contract. The required Certificate of Insurance shall show that the Conservancy and WCPD have been added to the policies.

ALL insurance shall be endorsed so that it cannot be canceled in less than sixty (60) days.

The Contractor shall also meet any further insurance requirements set forth in the Contract and/or the Grant Agreement.

BONDING REQUIREMENTS

Upon signing the Contract, the selected Contractor shall furnish and deliver to the Conservancy a performance bond and a payment bond issued by a surety authorized to do business in the State of Ohio, covering the faithful performance and completion of the Project, and covering the payment of all obligations arising hereunder. Each such bond shall be issued in an amount equal to the Contract price. The Contractor shall also meet any further bonding requirements set forth in the Contract and/or the Grant Agreement.

APPLICABLE STATE AND FEDERAL REQUIREMENTS

In the performance of the Project, Contractor shall comply with:

1. All applicable Ohio Governor Executive Orders; Federal, state and local laws, regulations (rules), assurances, and orders, whether or not specifically referenced herein.

2. Any and all terms and conditions of the Grant Agreement, attached as Exhibit D.

DRUG FREE WORKPLACE

The Contractor agrees to comply with all applicable federal, state and local laws and/or requirements of the Grant Agreement regarding smoke-free and drug-free work places and shall 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.

NONDISCRIMINATION

The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, handicap, or disability. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, national origin, ancestry, age, sex, handicap, or disability. Such action shall include, but is not limited to, the following: employment, upgrading, demotion, or transfer, recruitment, or recruitment advertising; layoff or termination; rate of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices as may be provided by the State of Ohio setting forth the provisions of this non-discrimination clause.

The Contractor agrees that the hiring of employees for the performance of work under this Agreement shall be done in accordance with Sections 125.111, 153.59, and 153.591 of the Ohio Revised Code.

EQUAL EMPLOYMENT OPPORTUNITY

The Contractor agrees that it will fully cooperate with the State Equal Employment Opportunity Coordinator, with any other official or agency of the State or Federal Government which seeks to eliminate unlawful employment discrimination, and with all other State and Federal efforts to assure equal employment practices, and said Contractor shall comply promptly with all requests and directions from the state of Ohio or any of its officials and agencies in this regard, both before and during performance. All proposals and the Contract shall contain necessary requirements to implement these provisions.

OHIO ELECTIONS AND CAMPAIGN CONTRIBUTIONS LAW

In its Proposal, the Contractor shall certify that all applicable parties listed in ORC 3517.13(I)(3) or (J)(3) are in full compliance with ORC 3517.13(I)(1) and (J)(1).

NON-COMPLIANCE

Contractor's non-compliance with the non-discrimination requirements set forth herein shall be a basis for not awarding the Project to the Contractor and/or for termination of the Contract.

INDEPENDENT CONTRACTOR CAPACITY

The parties hereto agree that the Contractor, and any agents, employees, and/or subcontractors of the Contractor, in the performance of this agreement, shall act in an independent capacity and not as officers, employees, or agents of the State of Ohio, the Conservancy, WCPD, partners and/or funding agencies. Nothing in this Agreement or the Contract shall be construed so as to create a partnership, joint venture, or other form of business entity or relationship between the parties.

CONTINGENCIES TO AWARD OF CONTRACT

The Conservancy shall not be required to award a contract to any of the entities that submit a proposal in response to this RFP. The Conservancy shall, at the Conservancy's sole and absolute discretion, determine which entity, if any, shall receive the award. Reasons for non-award of this contract may include, but are not limited to, the Conservancy's dissatisfaction of the submitted proposals, insufficient interest from contractors, withdrawal of the grant that is funding the Project, and/or inability of the Conservancy to get one or more permits necessary to complete the Project. The final award of the Project is conditional on Contractor executing a written Contract acceptable to the Conservancy, in its sole and absolute discretion. A draft Contract is attached to this RFP as Exhibit E. If the Contractor proposes changes to that form of Contract, such proposed changes should be submitted as part of its Proposal. The Conservancy reserves the right, in its sole and absolute discretion, to reject any and all changes proposed by any Contractor submitting a Proposal.

TRANSFER OF RECORDS

Data shall be collected and formatted in a manner consistent with common good engineering practices. All records (original tracings, maps, field sketches, lab reports, flow data, graphics originals, design calculations, electronic files including model input and output files, etc.) generated by the Project shall be the property of the Conservancy and shall be turned over to the Conservancy upon completion or as directed.

SECTION B: SUPPLIES OR SERVICES AND PRICES/COSTS

The contractor or team of contractors (collectively "Contractor") shall furnish all necessary drawings, plans, permits (local, state and federal), labor, facilities, materials, equipment, and construction oversight services to complete the Project scope of services as defined herein and

in the Design-Build Contract entered into between the Conservancy and the Contractor (the "Contract").

The Contractor must be able to demonstrate the successful completion of at least 4 wetland or stream restoration projects, each greater than $200,000 in contract amount, preferably but not mandatorily within the Western Lake Erie Basin, to be eligible to submit proposals.

The total maximum cost for the Project is $410,480. The maximum amount of $410,480 shall not be exceeded under any circumstances. If a particular entity is chosen as an award winner and any additional costs are presented at the time of entering into a final agreement or Project implementation, the Conservancy reserves the right to reject that entity as the Contract winner and/or terminate any Project Contract with that entity, in the Conservancy's sole and absolute discretion.

The Conservancy does not have topographical, hydrological or other technical surveys of the Project Area. If desired, any such surveys shall be the Contractor's responsibility and should be included within the Contractor's pricing structure.

Contractors may submit their proposal based on the attached Preliminary Restoration Concepts (Exhibit B), but contractors are encouraged to submit proposals with suggested modifications or an alternative conceptual design and related justification and pricing for the Conservancy's consideration. Any alternative or modified conceptual design must incorporate the minimum Project requirements, as discussed in Section C : Project Description and Specifications and Section D: Contractor Scope of Services.

SECTION C: PROJECT DESCRIPTION AND SPECIFICATIONS

BACKGROUND

This Project was made possible through a grant from the State of Ohio, Department of Natural Resources (the "ODNR"), acting by and through its Director, pursuant to Section 1501.01 of the Ohio Revised Code and Amended Substitute House Bill No. 96, passed by the 136th General Assembly of the State of Ohio and signed by the Governor of Ohio on June 30, 2025. A copy of the "Grant Agreement" between the Conservancy and ODNR is attached as Exhibit D. *Contractors should review the Grant Agreement, as the Contractor awarded the Project will be required to agree to all terms and conditions set forth in the Grant Agreement.*

Buttonwood Park / Betty C. Black Recreation Area is a 22-acre public park that is owned and managed by the Wood County Park District. Maps showing the general location of the Site are

attached to this RFP as Exhibit A. The approximate street address of the Site is 27174 Hull Prairie Rd, Perrysburg, OH.

The Site is primarily a natural area providing access to the Maumee River for passive recreation like fishing, paddling and bird watching. The Site has suffered two catastrophic flood events caused by ice jams on the Maumee River, one in 2014 and one in 2018. Both floods obliterated the Park's infrastructure, including soccer fields and a campground. WCPD now wants to restore natural floodplain function to the site, rather than rebuilding recreational infrastructure. WCPD is collaborating with Black Swamp Conservancy to manage a restoration project at the Site.

The Site lies along the Maumee State Scenic and Recreational River. About two-thirds of the Park is a forested wetland, as shown on the National Wetland Inventory. A backwater channel of the Maumee River runs through the forested wetland. It is dry most summers. The rest of the Park is a field where the soccer fields and campground once were. An intermittent stream/ditch runs south of the Park and crosses briefly into the Park at the southeast corner. The stream/ditch carries runoff from a farm immediately southwest of the Park. There is a perennial tributary to this stream/ditch that enters from the south carrying runoff from a development. The entire park is in the floodplain of the Maumee River. A map showing the general location of these features on the Site is attached to this RFP in Exhibit A.

WCPD and the Conservancy are partnering on a floodplain and wetland restoration project at the Site. The goal for the restoration project is an increase of wildlife habitat and reduction of Nitrogen, Phosphorus and Sediment ("NPS") pollution into the Maumee River from the stream/ditch that runs along the Site.

The Restoration Area (41°32'46.4"N 83°40'22.1"W) is the southern part of the Site and was a soccer field and campground before the two floods. Restoring wetlands and migratory songbird habitat here will tie into the existing forested wetland on the site, increasing the size and value of the habitat on this section of the Maumee River.

PROJECT DESCRIPTION

This section describes the planned floodplain, wetland and stream restoration at Buttonwood Park / Betty C. Black Recreation Area, which will contribute to nutrient capture in the lower Maumee River. The objective of this Project is to design, engineer, permit, construct and plant a restoration project that will convert 9 acres of old field (formerly a soccer field and campground) to wetlands, woods, and migratory bird habitat, by planting natives and directing floodwaters into wetland features and increasing water residence time on site. The minimum Project requirements are to increase nutrient uptake, increase water filtration and storage in

the floodplain, reduce sedimentation and erosion, improve floodplain habitat, and restore wetlands.

To achieve these goals, the construction phase of the Project should include:

- Site preparation, including treatment of Canada thistle and other field weeds encountered. Plan on at least three treatments during the 2026 and 2027 growing seasons.
- Creation of an approximately 2-acre wetland that will be watered from the intermittent stream that crosses south of the Park. The wetland should have smooth, gentle slopes and must not include rough hummocks. The wetland will likely be a floodplain area with seasonal pools and a sedge meadow plant community; on its western edge it will transition into a wet prairie. Options to access the intermittent stream's water for the proposed wetland include:
    - Excavating a wide channel to the wetland from the eastern end of the intermittent stream before it crosses the southeast corner of the Park. The challenges include getting permission from the neighbor to the south to excavate on their property, and that the stream bottom is about a meter lower than the field, so this may require extensive excavation. See Restoration Concept Option A (Exhibit B).
    - Excavating a new meandering stream through the field to the wetland, and creating small pools along it. Challenges include needing to access the intermittent stream on the neighbor's property at the west end of the Park; WCPD requires equipment access across the stream; and this could de-water the wetland on the neighbor's property where the stream exits a culvert under Hull Prairie Road. See Restoration Concept Option B (Exhibit B).
    - Accessing water only from the small section of intermittent stream that crosses the Park's southeast corner. Where the stream enters the Park, it is very shallow, and the water already spreads out into the wooded floodplain east of the stream. By excavating between this floodplain and the proposed wetland, we may get floodwaters to bring water to the proposed wetland. Challenges will be moving enough water into the proposed wetland to keep it wet, and doing so without removing mature trees. See Restoration Concept Option C (Exhibit B).
- Connect the perennial tributary with the floodplain by adding beaver dam analogs. The floodwaters may connect with and bring water to the proposed wetland, after flooding the narrow band of woods between the tributary and the field. Some excavation between the tributary or its floodplain and the proposed wetland can also be considered.

- Excavate a floodway channel to direct floods into the new wetland and the existing forested wetland. Plant a scrub-shrub wetland plant community in and around the floodway channel.
    - To supply water to the floodway channel outside of floods, consider accessing the intermittent stream water by running it along the Hull Prairie Road Right-of-way and into the proposed floodway channel. Challenges are the same as the new meandering stream item, plus figuring out how to convey the water from the ROW (a pipe or a channel).
- Create migratory bird habitat in the old field, west of the wetland. This part of Ohio is in the flyway for hundreds of species of migratory birds. Plantings here must include native berries. Cavities for nesting warblers must be cut into any standing woody debris installed at the wetland or elsewhere.
- Use spoils from wetland and floodway to re-fill the gully created by the ice jam floods. The gully area (see "Site Features Map" in Exhibit A) was formerly a large gravel lot used for camping.
- Create vernal pools in the narrow band of woods between the field and the existing backwater channel. There are a couple open areas where a small excavator could enter and dig shallow pools without damaging any mature trees.
- Plant sycamores, river birch and/or willow, and possibly install a berm around the parking lot to create some protection from ice jam floods. The selected design-build contractor will determine if a berm can provide protection and, if so, will determine the exact location of the berm.

Considerations:

- The Conservancy does not suggest any work in the existing backwater channel or in the existing forested wetland between the channel and the river. Dr. Christine Mayer (University of Toledo, Dept of Environmental Sciences) said this backwater channel is critical habitat for walleye. We do not want to disturb that habitat by trying to enlarge it or create features that might increase residence time. The channel and the mature trees in the forested wetland limit equipment access and capacity to do work in this area.
- Access for maintenance vehicles must be maintained for WCPD. This may preclude the idea of creating a new stream channel through the field, unless a bridge or possibly a drive-over rock riffle can be installed. Ideally WCPD would like a ring around the entire field that remains accessible to heavy equipment. This is likely not possible while still achieving the necessary hydrology, but perhaps stone drives could be added in strategic places to make access possible when the field is not flooded.
- WCPD would like to create a walking trail through or around the field. Though the grant dollars cannot pay for trail installation, the design should incorporate the best location

for a trail. WCPD suggests the new trail connect to the forest and lead to an observation area near the proposed wetland. Additionally, WCPD would like room for horse access along Hull Prairie Road.

- Planting requirements / suggestions:
    - Planting lists should only include species found on the Buttonwood Existing Habitat Summary and Species List attached as Exhibit C.
    - Plant large trees; at least #25 containers, but preferably #75 grow bags. Install tree watering bags. Contractor will visit once a week in the growing season to water the trees, if this is possible within the budget.
    - Plant trees in the fall, if possible. Use Diehard to promote root growth.
    - WCPD would like local genotype to be planted. They suggest working with Jason McKenney at Ohio Native Habitat Nursery to secure plants with Northwest Ohio genotypes.

A Preliminary Restoration Concept for the Project is attached as Exhibit B. Options A, B and C show potential wetland and floodway restoration elements and alternatives for accessing water. Contractors may submit their proposal based upon the attached Preliminary Restoration Concept or may submit an alternative conceptual design and related justification and pricing for the Conservancy's consideration. The Preliminary Restoration Concept and suggested project elements are to help guide the Contractor in the design and engineering of this project. However, upon completing site analyses and surveys, the selected Contractor may devise additional or alternative design concepts and elements that are more appropriate for the site conditions and desired outcomes. Any alternative or modified designs must incorporate the minimum Project requirements, as discussed in Section C: Project Description and Specifications and Section D: Contractor Scope of Services and Schedule.

The following chart identifies project deliverables noted in the Scope of Work and describes if they are required or flexible.

Deliverables	**Amount in Scope of Work**	**Optional/Required**
Total Acres Restored	9 acres	**8.5 acres is minimum required** for grant deliverables.
Wetland Restored	2 acres	**Required 2 ac minimum.** Can include the sedge wetland, the floodway channel, and vernal pools.
Floodway Channel	1	**Grant deliverables** include floodway channel to direct floods into new

		wetland and existing forested wetland. Alternative method of conveyance can be substituted.
Surface Runoff / Ditch and Stream Water Capture	n/a	**Required element**. Best method will be determined by Contractor after site assessments.
Parking Lot Protection / Flood Diversion	n/a	**Grant deliverables** include planting trees and installing a berm to create protection from ice dam floods. Trees are a required element. A berm may be optional if Contractor's site assessments and models show a berm is not recommended.
Migratory Bird Habitat	4-7 acres	**Required element.** Amount will vary depending on size of other restoration elements.
Beaver Dam Analogs in Perennial Tributary	n/a	Optional element, but good for **nutrient reduction**. To connect tributary waters to floodplain.
Fill Gully Created by Ice Dam Flood	~700 ft x 25 ft	Optional element
Create Vernal Pools In Woods	2 pools	Optional element
Invasive Species Management	9 acres	**Required element**. Must include pre-construction site prep ISM starting in 2026; and post-construction ISM for 2 years (minimum 4 visits).

SECTION D: CONTRACTOR SCOPE OF SERVICES AND SCHEDULE

CONTRACTOR SCOPE OF SERVICES

The selected Contractor will be required to complete the following tasks:

1) Site Assessment to identify and characterize existing conditions in the Project Area to support the development of restoration design plans. Conditions to be assessed include, but are not limited to, topography, soil, flora, fauna, forest progression, land

use change, hydrology, and surface water delineation. Include a history of flooding and flood impacts over time (from start of flood record to present). A Hydrologic and Hydraulic (H&H) study will be needed to understand how water and ice flows on and near the Site during high water events. All data and reports from site assessments must be shared with the Conservancy and WCPD, including maps and/or GIS layers.

2) Document the project through drone photography and photo monitoring. The Contractor will establish and GPS record photo monitoring locations, to be approved by the Conservancy, and will capture photographs throughout the project period. The Contractor will capture pre- and post-restoration drone photography of the entire Project Site.

3) Provide design plans for wetland and floodplain restoration and re-vegetation. If the proposed design creates a need for any specialized engineering or geotechnical services, the Contractor's proposal should address each service. For example, berms impounding water should be supported with corresponding hydraulic and routing studies, so the costs of those studies should be included in the Proposal.
    a. Design documents shall include a minimum of 8.5 total acres of restored habitat, including migratory bird habitat, floodplain improvements, and at least 2 acres of wetland. The goals of the wetland restoration are ORAM scores in the middle to high Category 2 range.
    b. Design documents shall include elements that will increase nutrient and sediment capture and reduce erosion in the Maumee River floodplain in the Project Area.
    c. Documents should clearly indicate the proposed restoration approach or combination of approaches to meet the stated goals.
    d. The final design plans shall be sufficient to support all required permitting and implementation of design activities, and shall contain all construction plans and specifications necessary for construction. Final Engineered Plan Set must be signed and endorsed by a professional engineer.

4) Complete three design reviews with the Conservancy and WCPD at the following stages of completion: Conceptual Design, Preliminary Design, and Final Engineered Design. At least one of these design reviews will be on Site.

5) Organize and run a Public Meeting to share the Preliminary (~30%) Design with WCPD's constituents and gather feedback.

6) Prepare all regulatory permits and agency coordination necessary to initiate and complete the Project. It is the Contractor's responsibility to determine all necessary permitting requirements, prepare all permit related applications, reports, etc., and procure all necessary permits before construction begins. It is anticipated that a National Pollutant Discharge Elimination System ("NPDES") General Permit for discharge of stormwater for construction activities may be required; the Contractor should anticipate and budget for completing a SWPPP for the proposed design. Additional permits and regulatory communications are anticipated and should be considered in Contractor's budget. The Contractor should budget for Section 106 SHPO Coordination and a Phase 1 Archaeological Survey (See Exhibit F, Agency Coordination Documents)

   To help with permitting and coordination, the following State Agency Reviews have been completed and are attached as Exhibit F: All State Agency Review Request; ODNR Project Review and Comments; Ohio EPA Project Review; SHPO Section 106 Review; and Ohio History Connection Archaeological Map and Inventory.

7) Perform site prep, including invasive species management before construction. Plan on at least three treatments during the 2026 and 2027 growing seasons.

8) Project Construction: The selected Contractor shall perform construction of this Project per the Final Design as approved by the Conservancy and per the terms and conditions of the Contract.

9) The Contractor shall be responsible for minimizing disturbance to the site, existing natural areas and nearby waterways during project implementation.
   a. The Contractor shall prevent erosion and transport of materials into the Maumee River, its tributaries, and adjacent wetlands.
   b. The Contractor shall give particular attention to avoiding soil compaction through best management practices, and remediating compaction where it is unavoidable.
   c. No fill or spoil shall be placed in a stream or wetland area, either on-site or off-site, unless specifically designated as a part of the approved and final Project design and permit.
   d. Any areas disturbed or spoil areas must be cleaned up, graded naturally, mulched and seeded in accordance with reasonable timeframes or as required by the Contract and/or the Ohio EPA general permit and/or the SWPPP.

e. The Contractor shall sanitize equipment before entering and leaving the project site, particularly to reduce transport of invasive species.
f. The Contractor shall be responsible to repair, replace, or restore any parts of the property or neighboring properties outside of the Project boundaries that they or their subcontractors damage or change while doing work on the Project.
g. The Contractor shall be responsible for ensuring that hydrology of the Project as designed will not impact existing infrastructure including houses, roads, utilities and drainage of neighboring properties. The design shall ensure and detail stable and appropriate tie-ins with all drainages in the Project Area.

10) Meetings with the Conservancy shall be conducted on the site at pre-construction, at 50% completion, and at 100% completion before equipment is removed with the Conservancy and the Contractor to ensure that all activities are satisfactorily planned for and completed. A person qualified in each design phase of the project shall be available when required to support the necessary visits. The 100% construction meeting shall be held prior to demobilization.

11) The Contractor shall perform re-vegetation of the Project Area per the design as approved by the Conservancy and per the terms of the Contract and permits. Vegetative survival must attain 80 percent over a two-year period after completion of construction.

12) The Contractor shall perform invasive species management for 2 years after project completion. A minimum of 4 visits (2 per year) is required.

13) Any data resulting in a formal report such as a wetland and stream delineation, endangered species survey etc. shall be given to the Conservancy at or before Project completion. All survey data collected during the Project shall be delivered in raw data form with coordinate information, survey codes, benchmark control and/or other GPS data. Design plans shall be delivered in both hardcopy and electronic version (pdf and GIS files).

14) All materials and each part or detail of work shall be subject to inspection by the Conservancy. The Conservancy or its representatives shall be allowed access to all parts of the work and shall be furnished with such information and assistance by the Contractor as required to make a complete and detailed inspection at any and all times.

15) Prepare an as-built survey of the completed construction Project, including a red-line mark-up version compared to the design plan. A longitudinal profile of any stream restoration within the limits of the Project area must also be prepared. Additionally, the Conceptual Design shall be updated to reflect final conditions, and will include a table with final acres and linear feet restored for different habitat types.

DELIVERABLES

The selected Contractor, during the course of the Project, will deliver the following to the Conservancy:

- Digital files of all data, plans and regulatory permits gathered and generated in a format acceptable to the Conservancy.
- Conceptual Design Plan
- Preliminary / Interim Design Plan (usually 30%)
- Final Engineered Plan (often 60% or 90%), signed and endorsed by a professional engineer
- As-Built drawings and longitudinal profile showing final site conditions. A set of red-line as-built drawings shall also be submitted displaying deviations from the approved design plan.
- Construction photographs: The Contactor shall furnish a series of digital construction photos to show the progress of work. Photos must be provided in digital format.

SCHEDULE

All Project activities must be completed no later than March 31, 2028. The Contractor should provide a schedule of its planned activities for completing all tasks. Contractor should assume a commencement date of June 2026. Include within the schedule a proposed payment schedule.

SECTION E: INSTRUCTION FOR OFFERERS

In submitting a Bid in response to this Request, please include the following items:

1. Statement of Qualification including the following:
    - Vendor Questionnaire (Exhibit G)
    - List and description of each entity, including proposed subcontractors, that are a part of the Contractor's Project team, including each entity's experience with

projects similar in nature to the subject Project. If proposed subcontractors are not identified in the proposal, a rationale for how those subcontractors will be selected should be provided.

- A summary of at least four (4) $200,000+ wetland or stream restoration projects, preferably performed within the Western Lake Erie Basin.
- Identification of all of the key Project team personnel, including key subcontractor personnel, who will be involved in the Project. Include the experience, knowledge, technical expertise, certifications and licenses (including state of licensure) of key personnel.

2. A cover letter including an executive summary of the key proposal elements, not to exceed two pages in length. The cover letter shall be signed by a person legally authorized to bind the Contractor.

3. A Project narrative comprised of the following sections and referencing the Project Specifications and Contractor Scope of Services above:
    - Description of the Contractor's understanding of the Project.
    - Proposal and technical approach for completing all tasks described in this RFP.
    - Description of the restoration approach. How the approach will meet and/or exceed the minimum Project and grant requirements.
    - Discussion of any additional observations, alternative approaches, cost-saving strategies, etc.
    - A table should be provided that clearly defines the quantity of proposed restoration features (i.e. acres of wetland restored, linear feet of stream restored, etc.). The approach should also detail the amount of disturbance in terms of acres and/or volume of earth disturbance.
    - A description of water diversion and water quality protection methods to be utilized during construction, as necessary.

4. An illustration of the basic restoration concept being proposed (e.g. a Restoration Concept Plan)

5. A detailed budget broken out by each task listed below with cost per quantity. Also include any proposed tasks not listed below.
    - Site assessment and documentation
        i. Pre- and post-restoration drone photography and photo monitoring
        ii. All other needed assessments or data collection
    - Engineering and design

        i. Costs for conceptual, preliminary and final design plans
    - Acquisition of permits
    - Construction
        i. Site preparation
        ii. Mobilization and demobilization
        iii. Earthwork (including proposed amount and cost per cubic yard)
        iv. Other construction tasks
    - Planting
        i. Plantings (including any replanting needed to achieve 80% survivability after 2 years)
        ii. Temporary and permanent seeding
    - Post-restoration invasive species management
    - As-built report
    - Any post-restoration monitoring
    - Contingencies
    - Any additional costs

    The Contractor may also include a budget narrative (no more than one page) in order to better support the budget.

6. A proposed Project schedule with completion of all Project activities no later than March 31, 2028. The Project schedule should include key milestones, deliverables, coordination meetings, and a proposed payment schedule.

7. Three (3) References, including contact information and brief Project descriptions. At least two of the references must be from the four wetland or stream restoration projects requested in Item 1(c) above.

8. Completed Conflict of Interest (COI) Disclosure Form(s), a blank copy of which is attached as Exhibit H. Each entity that is a part of the Contractor's Project team, including proposed subcontractors, must fill out a COI Disclosure Form. Additionally, any individual who works for any of the entities and can answer Yes to any of the questions on the COI Form, must fill out an individual COI Disclosure Form.

9. A completed Non-Collusion Affidavit, a blank copy of which is attached as Exhibit I.

PROPOSAL EVALUATION

The selection process will involve screening of submitted proposals and possible interviews. The Conservancy will select a Contractor on the basis of adherence to the RFP, Contractor qualifications and experience, understanding of the scope of services, response to technical components of this document, and the quality and quantity of work to be performed in relation to the budget. The proposals will be scored by an independent review team evaluating the following criteria:

	Nutrient Reduction Approach	Habitat Restoration Approach	Site Prep & Planting Plans	Site Impact Prevention (erosion) / Invasives Mgt	Qualification & Past Performance	Budget per Amount of Work Proposed	Capacity to complete the work in the timeline	Permitting & Communication Plan
Comparative Weight	**High**	**High**	**Med**	**Med**	**Med**	**Med**	**Low**	**Low**

VISITING THE SITE

To assess the conditions of the Site to inform their responses to this RFP, all firms interested in submitting a proposal are encouraged to visit the Site. The grounds at Buttonwood Park are open to the public from 8am to sunset. Please email ahead to Melanie Coulter at mcoulter@blackswamp.org to let us know when you will be on site.
Buttonwood / Betty C. Black Recreation Area - 27174 Hull Prairie Rd, Perrysburg, OH 43551

QUESTIONS TO THIS RFP MUST BE EMAILED TO:

Melanie Coulter mcoulter@blackswamp.org No phone calls please.

Questions must be received by May 6, 2026. Not later than May 7, 2026, the Conservancy will distribute all questions received and its responses to those questions to all firms that have expressed an interest in submitting a proposal. ***All firms interested in submitting a proposal and/or being included on the question and response distribution list should notify Melanie Coulter by email at mcoulter@blackswamp.org.***

SIZE OF PROPOSAL

The total size of the proposal submitted to the Conservancy under this RFP should be no more than 100 pages in pdf format. The proposal should be in Times New Roman 12 point font on 8.5” x 11” page size. If concept plans are provided in conjunction with the proposal, such concept plans can be sized for 11” x 17” pages. The required Conflict of Interest Forms and Non-Collusion Affidavits will not be included in the page count limit.

RESPONSE TO THIS RFP MUST BE EMAILED TO:

Melanie Coulter mcoulter@blackswamp.org No phone calls please.

If the Contractor's proposal is larger than 10 MB in size it may not be received by the Conservancy's email system. Proposals larger than 10 MB in size may be emailed via the Contractors own large file transfer service or they may be mailed to the Conservancy at P.O. Box 332, Perrysburg, OH 43552-0332.

Submissions, including submissions that are mailed or shipped to the above P.O. Box, must be received no later than 4:00 pm on May 14, 2026. Proposals received after this date will not be accepted. The Conservancy expects to award the contract by June 1, 2026. Work will commence after successful execution of a contract for services between the Contractor and the Conservancy.

Any contract awarded under this invitation will be financed solely through the H2Ohio funds described in Exhibit D of this RFP. *The Conservancy's receipt of the grant funds shall be a* ***condition precedent*** *to the Conservancy's obligation to make any payment to the Contractor.*

LIST OF EXHIBITS

- Exhibit A – Maps of Project Site, showing General Location and Aerial View
- Exhibit B – Preliminary Restoration Concept, showing Project Area and Water Conveyance Options A, B, and C
- Exhibit C – Buttonwood Existing Habitat Summary and Species List
- Exhibit D – Grant Agreement between Black Swamp Conservancy and Ohio DNR
- Exhibit E – Draft Contract
- Exhibit F – Agency Coordination Documents
    - All State Agency Review Request
    - ODNR Project Review and Comments
        - Natural Heritage Database Map
    - Ohio EPA Project Review
    - SHPO Section 106 Review
        - Ohio History Connection Map & Inventory
- Exhibit G – Vendor Questionnaire
- Exhibit H - Conflict of Interest Disclosure Form
- Exhibit I – Non-Collusion Affidavit