



# Request for Qualifications

## Structural Engineer

October 3rd, 2025

### THE PROJECT:

**Evansville Riverfront – Schematic Design**  
**Evansville, IN**

### THE CLIENT:

**Evansville Regional Economic Partnership (E-REP) and**  
**Evansville Regional Development Corporation (E-RDC)**  
318 Main St., #400  
Evansville, IN 47708

### THE ARCHITECT:

Sasaki  
110 Chauncy Street  
Suite 200  
Boston, MA 02111

## TABLE OF CONTENTS:

- 1.0 - Project Information
  - 1.1 - Project Schedule
  - 1.2 - General Instructions
  - 1.3 - General Conditions
  - 1.4 - Project Background
  - 1.5 - Regional Partners
  - 1.6 - Prime Consultant and Additional Subconsultants
- 2.0 - Schematic Design Services
  - 2.1 - Overview
  - 2.2 - Scope of Services
    - Task 1: Existing Conditions Review and Coordination
    - Task 2: Structural Concept Development
    - Task 3: Preliminary Structural Analysis
    - Task 4: Integration with Cost and Phasing
  - 2.3 - Deliverables
  - 2.4 - Coordination & Integration
  - 2.5 - Summary of Required Services
  - 2.6 - Additional Services
- 3.0 – Proposal Requirements for Evaluation and Selection Process
  - 3.1 - General Requirements
  - 3.2 - Proposal Submission Contents
  - 3.3 - Evaluation Process
  - 3.4 - Shortlisting and Interviews
  - 3.5 - Final Selection
- 4.0 - Supplemental Information

## 1.0 - PROJECT INFORMATION

### 1.1 - Project Schedule

- RFQ Release Date: October 3, 2025
- Pre-proposal Meeting (Virtual), Non Mandatory October 7, 2025
- Questions due by **5:00 PM CST**: October 9, 2025
- Questions Returned by **5:00 PM CST**: October 10, 2025
- Responses due by **5:00 PM CST**: October 17, 2025
- Interviews of selected respondents: TBD, 2025
- Selected respondent announced by: TBD, 2025
- Estimated Notice-To-Proceed (NTP) Date: Early November, 2025

Pre-proposal meeting to be held on Tuesday, October 7th at 3:00 PM CST via **Zoom** at the following link:

Join the meeting from your computer or smartphone:

<https://sasaki.zoom.us/j/97483313721?pwd=Vc0DSD0iFzMQN5w7QiUbAGzMgs0x1H.1&jst=2>

Password: 229550

Or join by telephone:

+1 720 928 9299 (US Toll)

+1 786 635 1003 (US Toll)

888 475 4499 (US Toll Free)

833 548 0276 (US Toll Free)

Meeting ID: 97483313721

### 1.2 General Instructions

1. Purpose:
 

This RFQ invites qualified firms to submit proposals for Structural Engineering services for the Evansville Riverfront project. This work will advance the schematic design phase from the current program refinement phase and align technical requirements with project objectives as outlined in the ORVSP document. The following information is general in nature; please see Section 3.0 for more detailed information on the RFQ format and requirements.
2. Submission Deadline and Format:
  - Proposals must be submitted no later than the date and time indicated in Section 1.1. Late submissions will not be accepted.
  - Submit one electronic copy in PDF format via email to the RFQ coordinators at Brian Wethington ([bwethington@sasaki.com](mailto:bwethington@sasaki.com)) and Ashley Diekmann ([adiekmann@evvregion.com](mailto:adiekmann@evvregion.com))
  - All proposal components must be combined into a single PDF document.
3. Proposal Requirements:
  - Submissions must address all requested information as outlined in Section 3.2 of this RFQ.
  - The total page count for the proposal must not exceed **10 pages**. Appendices and required forms are not included in the page count.

- Formatting must follow the specifications detailed in Section 3.3.
- 4. Communication Protocol:
  - All questions regarding this RFQ must be submitted via email to the RFQ coordinator by the date and time indicated in Section 1.1.
  - Responses to all questions will be distributed to all registered respondents.
  - Respondents are prohibited from contacting any representatives of E-REP, E-RDC, or Sasaki outside of the designated point of contact regarding this RFQ.

## 1.3 General Conditions

1. Proposal Submission and Incorporation
  - All proposals, information, and responses from respondents must be submitted in writing and may be incorporated into the final agreement between Sasaki, the Regional Partners (see Section 1.5), and the successful respondent.
  - Respondents must clearly explain any conditions or assumptions in their response.
2. Clarifications
  - Respondents have a duty to seek clarification on any item in this RFQ that is unclear. All questions regarding the RFQ must be submitted via email to the RFQ Administrator by the specified deadline.
3. Obligations and Costs
  - The Regional Partners and Sasaki incur no obligation or liability by issuing this RFQ.
  - Any costs incurred by respondents in preparing and submitting a proposal or participating in selection activities are the sole responsibility of the respondent and are not reimbursable.
4. Evaluation and Notification
  - The Regional Partners will use their best efforts to notify respondents as soon as possible regarding whether their submission has been selected for further consideration.
5. Confidentiality
  - Unless required by applicable laws or regulations, proposals and the information contained therein will be treated as confidential and only shared for evaluation purposes.
6. Contract Negotiations
  - The successful respondent will be expected to prepare and execute a contract with terms mutually agreed upon with the Regional Partners and Sasaki, unless otherwise noted.
7. Scope and Fee Negotiation:
  - The selected consultant will be expected to negotiate the final scope of work and fee with terms mutually agreed upon with the Regional Partners and Sasaki, ensuring alignment with project goals and budget constraints.
  - The Regional Partners and Sasaki reserve the right to determine whether the negotiated scope and fee align with the project's requirements and priorities.
  - Participation in negotiations does not obligate the Regional Partners or Sasaki to finalize or enter into a contract for services. If an agreement cannot be reached, the Regional Partners reserve the right to terminate negotiations and proceed with another respondent or alternative approach.
8. Amendments and Cancellation

- The Regional Partners and Sasaki reserve the right to amend this RFQ at any time prior to contract award and will notify all respondents of any changes.
  - The Regional Partners and Sasaki also reserve the right to cancel the RFQ at any time prior to the execution of a written contract.
9. Cost and Pricing Requirements
- Final scope and fee proposals will be negotiated pending selection of the most qualified applicant(s). The scope and fee proposal must include a single quoted cost that covers all expenses, including items like travel, proposed subcontractors, and printing.
  - Hourly rates or fees for additional services beyond the scope of work should be quoted separately.
10. Meetings and Communications
- All meetings related to the respondent selection process will be conducted via Zoom unless otherwise noted.

#### 1.4 - Project Background:



Diagram 1 - Conceptual Design Plan, September 2025

The ***Ohio River Vision and Strategic Plan*** (ORVSP) focuses on revitalizing the Evansville Region's riverfront and nearby communities, leveraging the Ohio River as a core asset to enhance economic vitality, quality of life, and regional identity. The plan emphasizes reconnecting communities with the river through new parks, public spaces, and trail systems, as well as infrastructure improvements to support and develop a more extensive multimodal connectivity throughout the region. The ORVSP document recommendations include transforming key downtown areas in Evansville, Mt. Vernon, and Newburgh, along with integrating ecological resilience, and addressing community priorities through extensive stakeholder engagement and innovative urban design strategies.



This project - the Evansville Riverfront Schematic Design - will focus on advancing the vision established in the ORVSP by refining key components of the riverfront's transformation. This phase will continue to progress from the current, ongoing programmatic refinement and into the 100% Schematic Design for Great Bend Park, the reconfiguration of Riverside Drive, the extension of the Walnut Street green infrastructure, the development of additional sports courts, and the integration of adjacent development opportunities. The overarching goal is to create a cohesive urban-riverfront district that prioritizes multimodal access, ecological resilience, and dynamic public spaces.

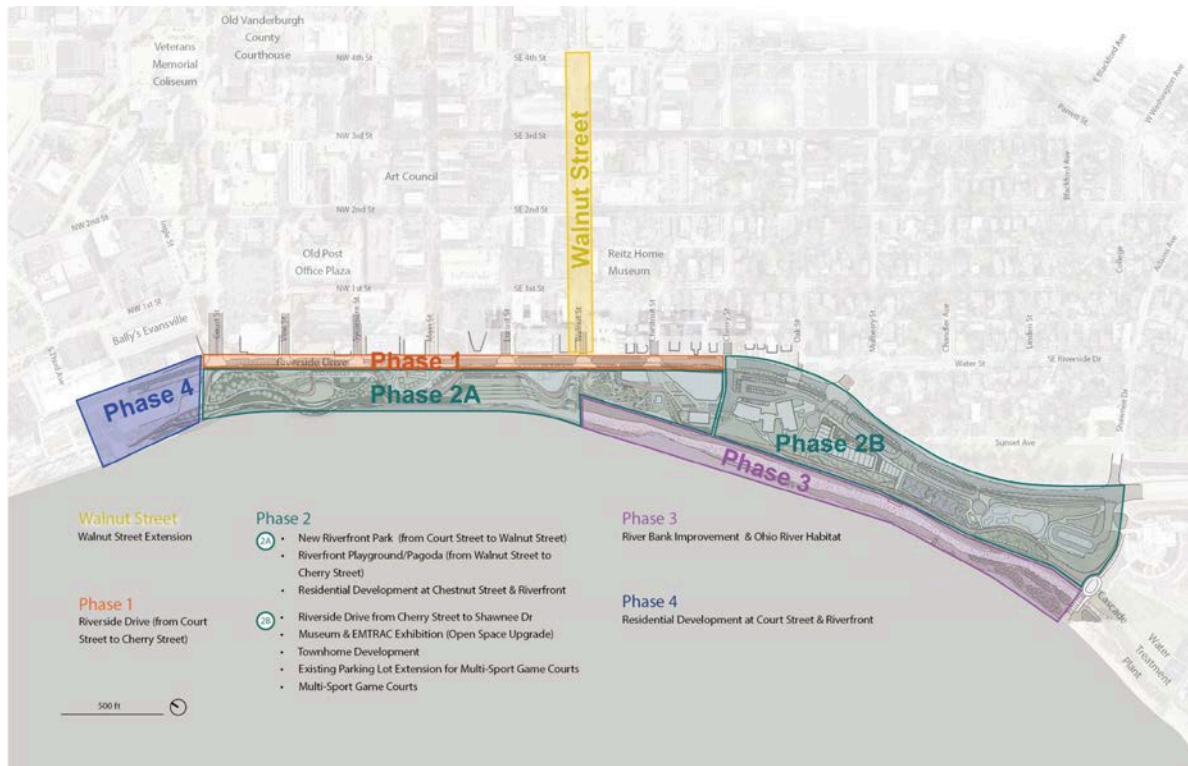


Diagram 2 - Conceptual Phasing Plan - Updated, March 2025 - from ORVSP Summary Report, May 2024

This phase will focus on refining the Ohio River Vision Strategic Plan (ORVSP) schematic design for Great Bend Park (Phase 2A), incorporating existing flood protection into functional and aesthetic design elements. Enhancements to pedestrian and cyclist connectivity will be prioritized along Riverside Drive (Primarily in Phase 1, between Court Street and Cherry Street, with additional considerations in Phases 2B and 4) through lane reduction and reconfiguration while also improving the motorist experience by increasing parking availability, optimizing signal timing, and enhancing the Downtown grid. The overarching goal is to create a more balanced and efficient transportation network. Additionally, the four-block project on Walnut Drive will extend the recently completed streetscape interventions from SE 4th St. and complete the bicycle connection to Riverside Drive.

The schematic design process will also explore the development potential of three key parcels (integrated as part of phases 2A, 2B, and 4) while enhancing cultural and recreational opportunities throughout Phase 2. When completed, the project will create vibrant mixed-use spaces that seamlessly integrate with one another along the

Evansville Riverfront. By blending innovative urban design, stakeholder collaboration, and strategic land use planning, the schematic design phase will establish a framework that strengthens the connection between Downtown Evansville and the Ohio River.

## 1.5 - Regional Partners:

This project will be overseen by the following organizations, to be known as “Regional Partners”:

The **Evansville Regional Economic Partnership (E-REP)** – which serves as the regional and local economic development organization and engages in traditional chamber of commerce efforts. E-REP oversees the Regional Development Plan and manages \$95m received from the State of Indiana’s READI plan for regional development for SWIRDA. More information is at [www.evansvilleregion.com](http://www.evansvilleregion.com).

The **Downtown Evansville Economic Improvement District (EID)**– formed in 2018 as Indiana’s largest business improvement district, the EID provides services and benefits to Downtown Evansville’ central business district funded by an annual assessment on properties that benefit from its services. Additional information is online at [www.downtownevansville.com](http://www.downtownevansville.com).

The **Evansville Regional Development Corporation (E-RDC)** is a nonprofit property development organization created to accelerate the growth in the Evansville Region as part of a regional population and revenue growth strategy.

The **Southwest Indiana Regional Development Authority (SWIRDA)** brings together a representative from each regional county and is the formal applicant for the READI program. It is a quasi-governmental organization.

Additional community partners, such as the City of Evansville or the Evansville Water and Sewer Utility, including those from adjacent counties and neighborhoods abutting the riverfront, will be involved through a steering committee. A need exists as well to conduct public outreach and hold community sessions to fully understand the riverfront goals and desires of regional residents, visitors, property owners, units of government and other stakeholders

## 1.6 - Prime Consultant and Additional Subconsultants

Sasaki, serving as the prime consultant for this project, brings a nationally recognized expertise in urban design, landscape architecture, and multidisciplinary planning. Under an existing Master Services Agreement with the Regional Partners, Sasaki will lead the schematic design phase, ensuring integration of the design vision, technical expertise, and stakeholder engagement. Sasaki’s role includes overall project coordination, providing strategic direction, and collaborating closely with all subconsultants to deliver a comprehensive approach to the Evansville Riverfront project.

To help ensure technical rigor, economic feasibility, and comprehensive project

execution, the additional following subconsultants are anticipated to support the design team during the schematic design phase:

**Current Sub Consultants:**

- Civil Engineering, H/H Modeling - Morley
- Transportation and Traffic - Lochmueller
- Traffic - Gewalt Hamilton
- Environmental Analysis - Meristem
- Geotechnical Engineering - Patriot Engineering
- Surveyor - Morley

**September/October 2025:**

- Structural Engineering
- Economic Planning and Development
- Marketing and Branding
- Cost Estimation
- Land Use Attorney
- Park Programming and Operations

**November/December 2025**

- Tree Inventory and Assessment
- Mechanical, Electrical, and Plumbing Engineering (MEP)

## 2.0 SCHEMATIC DESIGN BASIC SERVICES

### 2.1 - Overview

The schematic design phase for the Evansville Riverfront project requires structural engineering expertise to ensure that built elements such as retaining walls, levee systems (both preservation and connection to existing levees, and relocated levees), overlooks, foundations, pavilions, bridges/boardwalks, and other park structures are technically sound, code-compliant, permittable, and constructible. The Structural Engineer will support Sasaki and the design team by translating conceptual design intent into schematic-level structural strategies and documentation.

This work will balance durability, safety, and cost-effectiveness while aligning with the project's architectural vision, landscape integration, and floodplain conditions. The Structural Engineer's input will also inform Opinions of Probable Cost (OPCs) and provide essential data for risk management, permitting, and constructability reviews.

Key priorities include:

- Providing schematic-level structural strategies for riverfront park structures and retaining systems.
- Evaluating floodplain and soil conditions in collaboration with geotechnical and H&H engineers.
- Identifying structural risks and recommending constructible, resilient solutions.
- Coordinating with the Cost Estimator to align structural solutions with budget parameters.



## 2.2 - Scope of Services

The Structural Engineer will provide schematic-level analysis and design strategies for all major built elements of the Evansville Riverfront project. Services will focus on ensuring that walls, overlooks, foundations, levee systems, and park structures are safe, resilient, and constructible, while aligning with the project's design intent, floodplain conditions, and budget. The scope of services will be structured as follows:

**Task 1: Existing Conditions Review and Coordination – Assess site and regulatory factors affecting structural design.**

- Review site geotechnical, survey, and H&H data relevant to structural systems.
- Evaluate floodplain levels, soil conditions, and levee constraints for potential impacts.
- Document applicable codes or permitting requirements affecting schematic structural strategies.

**Task 2: Structural Concept Development – Develop schematic structural strategies for key park and architectural elements.**

- Provide preliminary concepts for retaining walls, overlooks, stairs, ramps, boardwalks, pavilions, and other major site structures.
- Evaluate foundation options (spread footings, piles, piers) in collaboration with geotechnical data.
- Recommend structural systems that balance durability, aesthetics, and constructability.

**Task 3: Preliminary Structural Analysis – Perform schematic-level analysis of major load-bearing systems.**

- Conduct stability and load-bearing calculations for retaining and vertical structures.
- Identify potential constructability risks or conflicts with utilities and site infrastructure.
- Recommend structural materials (steel, concrete, timber, composites) considering long-term performance and maintenance.

**Task 4: Integration with Cost and Phasing – Align structural recommendations with budgets and project sequencing.**

- Provide inputs for integration into Opinions of Probable Cost at 50% and 100% schematic design.
- Identify cost drivers or alternate approaches to support value engineering strategies.
- Break down structural recommendations by project phase (Phase 1, 2A, 2B, 3, and Walnut Street).

## 2.3 - Deliverables

The Structural Engineer will provide:

- Existing Conditions Review Memo summarizing structural constraints and risks.

- Schematic Structural Concept Diagrams for major site and architectural elements.
- Preliminary Structural Analysis Report with schematic-level calculations and material recommendations for key features to be determined during scoping meeting.
- Phased Structural Recommendations aligned with project phasing and sequencing strategies.
- Technical Inputs for inclusion in schematic-level design narratives, drawings, and cost estimates.

## 2.4 - Coordination & Integration

The Structural Engineer will collaborate with:

- Sasaki (Prime Consultant) – to align structural systems with design intent and schematic drawings.
- Civil and H&H Engineers – to coordinate with grading, utilities, floodplain impacts, and riverbank stabilization.
- Geotechnical Engineer – to incorporate foundation recommendations and soil analyses from geotechnical report.
- Cost Estimator – to provide inputs for OPCs and support value engineering strategies.
- Clients (E-REP & E-RDC) – to reconcile structural considerations with budgets, phasing, and permitting requirements.

## 2.5 - Summary of Required Services

In conclusion, the selected Structural Engineer shall:

- Review site conditions and evaluate structural implications of floodplain, soil, and regulatory factors.
- Develop schematic-level structural strategies for walls, levees, overlooks, foundations, and park structures.
- Conduct preliminary structural analyses of major load-bearing systems. Recommend materials and systems that balance durability, aesthetics, and cost.
- Provide phased recommendations aligned with construction sequencing.
- Collaborate with Sasaki, Clients, and subconsultants to integrate structural inputs into schematic design deliverables.

## 2.6 - Additional Services

Additional services may include:

- Detailed structural analysis and design development beyond schematic level.
- Structural support during Design Development, Construction Documents, or Bidding phases.
- Seismic or advanced flood resiliency analysis if required by regulatory agencies as part of initial permitting submittals appropriate during schematic design phase.
- Shop drawing review or construction-phase administration.
- Peer review or third-party certification of specialized structures.

### 3.0 PROPOSAL REQUIREMENTS FOR EVALUATION AND SELECTION PROCESS

#### 3.1 – General Requirements

Proposals shall be clear, concise, and not exceed ten (10) pages in total length (excluding cover, section dividers, and resumes). All submissions must be provided electronically as a single PDF file. Page size should be 8.5" x 11"; 11" x 17" fold-out pages may be included but will count as two pages.

#### 3.2 – Proposal Submission Contents

Respondents must provide the following information, clearly labeled and organized:

- **Project Understanding & Approach, Schedule, and Work Plan**  
Summarize the firm's understanding of the Evansville Riverfront project goals, challenges, and opportunities. Describe the proposed approach to schematic-level structural design, including evaluation of soil and floodplain conditions, integration with geotechnical and hydrologic/hydraulic inputs, and strategies for constructability, resilience, and alignment with project milestones.
- **Key Personnel & Team Structure**  
Identify the project manager and key staff, noting their roles, responsibilities, and availability to support the project timeline. Provide resumes in an appendix. Highlight relevant experience with structural design of retaining walls, overlooks, pedestrian bridges, levee systems, major wall and stair foundations, with emphasis on multidisciplinary coordination and work along major rivers and waterways.
- **Relevant Experience & Qualifications**  
Provide concise examples of the firm's qualifications and past projects involving structural engineering for parks, riverfronts, floodplain areas, and levee-adjacent infrastructure. Highlight experience coordinating with landscape and architectural teams to ensure integrated, context-sensitive design solutions. Include three references for similar projects.
- **Evansville & Indiana Locality**  
Identify any staff located in, or with significant experience working in, Evansville or Indiana. Highlight familiarity with local geotechnical conditions, permitting agencies, and construction practices.
- **Letter of Transmittal (not scored)**  
A one-page letter signed by an authorized representative, introducing the firm and affirming commitment to the project schedule and goals.

#### 3.3 – Evaluation Process

All proposals will be reviewed by a selection committee composed of representatives from E-REP, E-RDC, and Sasaki. Evaluation will focus on demonstrated expertise in schematic design cost estimating and the ability to deliver reliable, actionable cost data for a complex, multidisciplinary urban riverfront project.

#### Evaluation Criteria:

- Project Understanding & Approach, Schedule, and Work Plan - 20 pts
- Key Personnel & Team Structure - 15 pts
- Relevant Experience & Qualifications - 10 pts

- Evansville & Indiana Locality - 5 pts

\*The selected firm must either be an active member of E-REP, or join as a member, prior to contracting.

### 3.4 – Shortlisting and Interviews

Based on the scoring of proposals, shortlisted consultants may be invited to participate in interviews. Interview content will focus on methodology, ability to collaborate, and capacity to address project challenges.

### 3.5 – Final Selection

The selection committee will rank respondents and negotiate a complete scope, fee, and terms with the selected Structural Engineer.

## 4.0 - SUPPLEMENTAL INFORMATION

To ensure subconsultants can provide comprehensive proposals aligned with the project's needs, the following information is included as supplemental information:

#### 1. Project Background and Vision:

The following documents are available for download from the [E-REP Website](https://www.evansvilleregion.com/river-vision-plan-reveal/) (<https://www.evansvilleregion.com/river-vision-plan-reveal/>):

- Ohio River Vision and Strategic Plan (ORVSP):  
Comprehensive planning document outlining the vision, goals, and recommendations for revitalizing the Evansville Riverfront and surrounding region.
- Evansville Riverfront Master Plan Summary:  
Highlights of the master plan concepts for Great Bend Park, Riverside Drive reconfiguration, and adjacent mixed-use development opportunities.

#### 2. Project Schedule:

The scope for this work is to progress the master plan design from its current 10% Schematic Design through 100% Schematic Design. All work must be completed by the end of April, 2026. Once completed, the schematic design package for the entire project will be utilized to further define specific areas of the project that will progress into an implementation phase under a separate contract.

#### 3. Draft Contractual Terms and Conditions:

A draft of the key terms and conditions governing the subconsultant's engagement will be shared as part of the interview process for shortlisted firms. This will cover payment terms, confidentiality requirements, dispute resolution procedures, and any other critical contractual obligations.