

Request for Qualifications

City of Canton, Ohio
Purchasing Department
218 Cleveland Ave. SW, 4th floor
Canton, Ohio 44702

Engineering Design Services – 31st St. NE Storm Sewer Project, GP1398

Item/Project

Engineering Department

Responsible Department

Thursday, September 1, 2022 at 4:00 PM local time

Proposals Due By

Proposal Submitted By:

Company Name

Street Address

City

State

Zip

Contact Person

Phone No.

Email Address

Overview

The City of Canton intends to contract for engineering design services primarily for a proposed storm sewer along 31st St. NE between Harmont Ave. NE and Coventry Blvd. NE, and Coventry Blvd. NE from 31st St. NE to 30th St. NE.

Project Description

Project Name: 31st St. NE Storm Sewer Project, GP1398

- The proposed storm sewer will tie into an existing storm sewer at the intersection of Coventry Blvd. NE and 30th St. NE. The project will also require full-width and full-depth roadway reconstruction, curbs, and water line replacement. Sanitary sewers have been determined to be in satisfactory condition and do not need to be replaced.

Professional Services Needed

The scope of services may include, but are not limited to:

- Survey
- Plan & profile development
- Cross sections
- Construction details
- General & technical notes/specifications
- Easement development
- Coordination with utilities and other reviewing agencies as needed
- Engineering estimates
- Ohio EPA PTI submittals
- Project Site Plan and/or Storm Water Pollution Prevention Plan development
- Ohio EPA Notice of Intent (NOI)/Stormwater General Construction Permit Submittals
- Other service as necessary

Location/Limits

The proposed project is located in the City of Canton along the following streets:

- 31st St. NE between Harmont Ave. NE and Coventry Blvd. NE
- Coventry Blvd. NE from 31st St. NE to 30th St. NE.

Questions

Please direct all questions regarding this request for qualifications in writing by **Thursday, August 25, 2022 at 4:00 PM:**

Questions may be submitted via the sourcing tool or to:
Purchasing@cantonohio.gov

Statement of Qualifications

Qualifications will be ranked based on the following information:

Firm's Background (10 Points)

- Information regarding the firm's history
- Types of services offered by the firm
- Information regarding the firm's available equipment and facilities

Similar Project Experience (25 Points)

- The firm's experience with similar projects, including at least three (3) examples of completed projects of a similar nature and scope

Past Project Performance (10 Points)

- Previous work performed for the City of Canton,
- Past project performance with regard to quality of work, experience with regulatory procedures and policies
- References

Project Team (25 Points)

- Education and experience of owners and key technical personnel who will be assigned this project. Project teams shall identify the proposed project manager, individuals anticipated to perform the work, and other in-house capabilities appropriate for this kind of work. Identification of possible outside sub-consultants shall be included.
- The technical expertise of the firm's current staff
- Current projects underway and availability of staff

Submittal Presentation (5 Points)

- Overall appearance and quality of the submittal.

Deadline and Submission Procedures

The submission must not exceed 25 single-sided (8.5" x 11"), numbered pages that are double-spaced with a 12-point font, including attachments. The cover page will not count towards the total number of pages, but all others will. The submission must also be in PDF format or alternate formats that are easily readable using Microsoft Word. The qualification submission must provide adequate information needed to rank the capability of a firm on each of the preceding categories. The City may short list firms based on any combination of categories noted above. The City reserves the right to require an oral technical presentation to aid in the ranking process.

Deadline and Submission Procedures

Firms interested in being considered for this design work must provide a statement of qualifications by **4:00 P.M. on Thursday, September 1, 2022.** Statements received after this deadline will not be considered.

Electronic copies of your statement of qualifications must be submitted via the City's sourcing tool, Vendor Registry. Vendor Registry is free for your use with City sourcing events (<https://www.cantonohio.gov/448/Purchasing-Procurement>).

Evaluation and Next Steps

Responding firms will be evaluated and ranked pursuant to Ohio Revised Code Sections 153.65-153.73 based on the above criteria. The City will then commence fee and contract negotiations with the selected firm most qualified to perform the services for each separate project as described above. The final scope of engineering services will also be established during these negotiations.

The City of Canton reserves the right to reject any and all proposals and to accept the proposal deemed most beneficial to the City of Canton.

**By order of the Director of Public Service
John M. Highman, Jr.**

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