

Request for Qualifications

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

Engineering Design Services – Asset Management Plan and Sanitary Sewer Model Update

Item/Project

Engineering Department

Responsible Department

Friday, May 31, 2024 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 Services to provide:

- Regulatory compliance assistance
- Sanitary Sewer Modeling
- CCTV planning, review, and guidance/prioritization
- Asset management plan development, updating, and guidance/prioritization
- Sanitary sewer investigations
- Flow monitoring and analysis
- I&I investigation and analysis

Project Description

Project Name: Asset Management Plan and Sanitary Sewer Model Update

Professional Services Needed

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

- Assist with regulatory compliance efforts including coordination with legal experts and technical advisement. Compliance efforts include but are not limited to NDPES, CMOM/maintenance, Asset Management, and Findings and Orders.
- Perform overall collection system model review for completeness and consistency such that the model becomes a cost-effective development and system-wide planning tool. (This effort will identify unrealistic values and the need for future updates or caution when using the tool.)
- Evaluate and organize past flow monitoring data into a single database for easy viewing and comparison of flows.
- Utilize and work with the city to improve current asset management approaches within software currently familiar to the city. Organization and management of existing data into a concise and useful manner from which the city may schedule and execute CMOM operations with confidence.
- Development of a concise, equitable, and economically feasible system wide asset management plan, using ArcPro and other relevant GIS software that promotes the use of internal resources where possible to achieve maintenance requirements. This plan will make use of the next best dollar spent, be adaptable, and use available data as the basis of determination as to where/how the city spends capital and maintenance dollars.
- Sewer system investigation including conditions assessment by PACP Certified Professionals.
- As needed flow monitoring services including the initial planning, site investigation, hardware rental, site installation, site maintenance and equipment upkeep, downloads, data QA/QC for completeness and correctness.
- As needed flow data analysis services including calculation of comparison metric such as Gallons Per Acre Per Day (GPAD), use of Sanitary Sewer Overflow Analysis and

Planning (SSOAP) tools, or development of Unit Hydrograph (RTK) Values for model input.

- As needed modeling services including use of the existing model to perform level of service analysis including existing and proposed conditions, model updates, model extensions, sewer redirect analysis, and proposed growth scenarios. Consultant should be an expert utilizing H&H Modeling software including EPA SWMM and PCSWMM.
- Overall collection system consulting and guidance as requested.

Location/Limits

The proposed project is the extents of the City of Canton's sanitary sewer system.

Funding – Funding for design of this project is expected to be local funds.

Questions

Please direct all questions regarding this request for qualifications in writing by **Wednesday, May 22, 2024 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.

Workload/Availability (10 Points)

- Current projects underway and availability of staff

Technical Approach – A Technical Approach is not required at this time, but may be requested following the review of the SOQ's submitted.

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.

Firms interested in being considered for this design work must provide a statement of qualifications by **4:00 P.M. on Friday, May 31, 2024.** 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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