

Request for Qualifications

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

Engineering Design Services – Wertz Ave Area Storm and Sanitary Sewer Study GP 1447

Item/Project

Engineering Department

Responsible Department

April 12, 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 perform: (A) a storm drainage study of the Patton Ditch drainage area and downstream storm sewer; and (B) a study of the sanitary sewers in this area. Because the two systems could impact one another, one consultant will be selected to perform both studies to identify possible improvements for each system.

Project Description

Project Name: Wertz Ave Area Storm and Sanitary Sewer Study GP 1447

The proposed project will consist of:

(A) Storm Drainage Study

- a. Evaluation of Meyers Lake drainage area and drainage system for up to 100-yr storm
- b. Options for potential detention opportunities and/or new storm sewer replacement/alignments to correct known storm sewer capacity issues along Wertz Ave.

(B) Sanitary Sewer Study

- a. Identify existing operation, maintenance, and capacity issues associated with sanitary sewers within the study area. Current known issues include flat sewers (below EPA minimum), configuration/alignment issues with other utilities, pipe condition/replacement needs associated with age and pipe material.

Professional Services Needed

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

- Survey - preliminary
- Plan & profile development – preliminary
- Drainage Analysis
- Review of existing information – CCTV, As-built drawings, reports, etc.
- Subsurface Utility Engineering
- Easement development - identify
- Coordination with utilities and other reviewing agencies as needed
- Engineering estimates
- Other service as necessary

Location/Limits

The proposed project is located in the City of Canton generally bounded by the following streets:

Storm

- Meyers Lake drainage area to the West Branch Nimishillen Creek.

Sanitary

- Wertz Ave. NW on the west
- Harrison Ave. NW on the east
- W. Tuscarawas Street on the south
- 12th St. NW on the north

Funding

- Funding for this project is expected to local funds.

Questions

Please direct all questions regarding this request for qualifications in writing by **April 5, 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

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 20 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 April 12, 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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