

Request for Qualifications

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

Engineering Design Services – Fulton Rd & 25th St Intersection Improvements GP 1430 – PID 121602

Item/Project

Engineering Department

Responsible Department

Wednesday, May 1, 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 design of the Fulton Ave & 25th St Intersection Improvements. Federal CMAQ Funding has been awarded. Other funding sources may be sought. A preliminary study was performed and is included in this RFQ.

Project Description

Project Name: Fulton Rd & 25th St Intersection Improvements GP 1430 – PID 121602

Professional Services Needed

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

- Survey
- Plan & profile development
- Cross sections
- Construction details
- Geotechnical services
- Highway lighting
- Minor bridge rehabilitation
- General & technical notes/specifications
- Right-of-way development
- Coordination with utilities
- Engineering estimates
- Environmental services
- 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 at the intersection of Fulton Rd. NW, 25th St. NW and Harrison Ave. NW.

Funding – Funding for design of this project is local funds. Funds for construction and right-of-way will be local and Federal CMAQ.

Questions

Please direct all questions regarding this request for qualifications in writing by **Wednesday, April 24, 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
- List of ODOT pre-qualifications

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 should not be submitted at this time. A technical approach will be requested from the short-listed firms following the review of the submitted SOQ's.

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 Wednesday, May 1, 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. A technical approach will be requested from the short-listed firms. A final ranking will then be determined. The City will then commence fee and contract negotiations with the selected firm most qualified to perform the services for this 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.**

**Published in The Repository
April 12, 2024 and April 19, 2024**