

Request for Qualifications

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

Steese Area NW Roadway and Storm Sewer Project, GP 1284

Item/Project

Engineering Department

Responsible Department

Monday, April 1st, 2019 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

**Steese Area NW Roadway and Storm Sewer Project
GP 1284
City of Canton, Ohio
Qualifications Due Date: Monday, April 1st, 2019 at 4:00pm**

Requests for Qualification for Professional Engineering Services are being sought for the Steese Area NW Roadway and Storm Sewer Project, GP 1284 by the Canton City Engineering Department. The work will include detailed design roadway reconstruction, storm sewers, sanitary sewer repairs, and other related improvements. Interested Engineering firms must submit a qualification package to City of Canton Purchasing Department, 218 Cleveland Ave. SW, 4th Floor, Canton, OH 44702. Three (3) complete copies of the package must be received no later than 4:00 pm on Monday, April 1st, 2019.

Firms (or Teams) must be ODOT pre-qualified in the categories listed below for this project in the Required Pre-Qualification section. The entire qualification package must not exceed 20 pages. Consultants will be ranked based on the following areas: the firm's background, experience on similar past projects, past project performance and references, the project team, the project technical approach, and the general presentation of the submittal. All sub-consultants on the project team must be identified and their role described. The qualification package must provide adequate information needed to judge each of the proceeding categories, and consultants may utilize the allotted 20 pages as they see fit to do so. The City reserves the right to require an oral technical proposal to aid in the ranking process. Once the firms are ranked, the City will commence fee and contract negotiations with the top ranked firm.

Required Pre-Qualification, Combination of Prime Consultant and Subconsultants:

DESIGN SERVICES:

Non-complex Roadway Design and Complex Right of Way Plan Development.

It is anticipated that the selected Consultant will be authorized to proceed by approximately June, 2019.

Selection Procedures

A consultant will be selected based on the Qualifications for Professional Engineering Services. The requirements for the qualifications and the Consultant Selection Rating Form that will be used to select the consultant are shown below.

Firms interested in being considered for selection should respond by submitting three (3) hard copies and one digital full PDF of their qualifications to the following address by 4:00 PM on the response due date listed above.

City of Canton Purchasing Department
218 Cleveland Ave. SW, 4th Floor
Canton, OH 44702

Responses received after 4:00 PM on the response due date will not be considered.

Requirements for Qualifications for Professional Engineering Services, Selection Process

A. Instructions for Preparing and Submitting Qualification Package

1. Provide the information requested in the Qualifications Package Content (Item B below), in the same order listed, in a letter signed by an officer of the firm. Do not send additional forms, resumes, brochures, or other material.
2. Qualifications packages shall be limited to twenty (20) 8½" x 11" pages except as noted in the Project Approach (Item B.5 below). The transmittal letter, index page, and section divider pages (if included) will not counted towards the 20 pages.

B. Qualifications Package Content

1. List the types of services for which your firm is currently prequalified by the Ohio Department of Transportation.
2. List significant sub-consultants, their current pre-qualification categories and the percentage of work to be performed by each subconsultant.
3. List the Project Manager and other key staff members, including key sub-consultant staff. Include project engineers for important disciplines and staff members that will be responsible for the work.

Address the experience of the key staff members on similar projects, and the staff qualifications relative to the selection subfactors noted.

4. Address your firm's Cost Containment practices by listing your current overhead rate and the firm's overall cost containment practices for controlling indirect costs,
5. Provide a description of your Project Approach. Confirm that the firm has visited the site and address your firm's technical approach, understanding of the project, project specific cost containment practices, innovative ideas and any other relevant information concerning your firm's qualifications for the project. The Project Approach may include 11" x 17" pages for diagrams. These pages shall be included in the twenty (20) page limit.

Consultant Selection Criteria for Canton City Engineering Department Projects

Category	Total Value
Firm's Background	10
Similar Project Experience	10

Past Project Performance and References	25
Project Team	25
Project Technical Approach	25
General Presentation	5
Total	100

General Project Description

The project is located within the Steese area NW in Canton, Ohio in Stark County. The limits of the project are generally bound by Cleveland Ave. on the west, Frazer Ave. on the east, 41st St. on the north, and 37th St. on the south with a total project length of approximately 5 miles of residential streets. The project will be designed to facilitate multiple phases of construction, with Phase 1 being 39th St. from Cleveland Ave. to Norman Ave. and a portion of Steese Ave. Additional phases and limits are pending. The project will include roadway reconstruction, curbing, storm sewers, sanitary sewer repairs, sidewalks (in certain areas), and parking considerations, and will coordinate with water line replacements in accordance with City of Canton Water Department water line replacement projects. The project will coincide with recommendations provided in the Steese Area Roadway & Drainage Study available for review on the Engineering Department's Capital Improvement Projects webpage at: <http://cantonohio.gov/engineering/?pg=211>.

Construction of Phase 1 of the project is targeted for 2021. Construction of additional phases will be determined at a later date.

Questions

Please direct all questions regarding this Request for Qualifications in writing by **Monday, March 25th, 2019 at 4:00 PM** to:

Katie Wise, Assistant Director of Purchasing
kathryn.wise@cantonohio.gov

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.**

**Published in The Repository:
March 12 and March 19, 2019**