

Request for Qualifications

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

Construction Oversight Services: 4th Street SE Sanitary Sewer Improvements, GP 1338

Item/Project

Engineering & Collection Systems Departments

Responsible Department

Wednesday, June 14, 2023 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 with an engineering firm for construction oversight for the following project: 4th Street SE Sanitary Sewer Improvements.

Project Description

Remove the 3rd Street SE sanitary sewer siphon and install a new sanitary sewer siphon at 4th Street SE to increase collection system capacity. The project consists of replacing approximately 1,650 lf of 8-inch gravity sewer in kind and installing 815 lf of 21-inch gravity sewer, including all manholes and reconnecting all active laterals. Remove the 14-inch inverted siphon from the Nimishillen Creek located at 3rd Street SE. Install a 180 lf double-barrel inverted siphon across Nimishillen Creek at 4th Street SE, complete with two concrete vaults.

Professional Services Needed

The professional services needed under this request for qualifications are construction management and inspection. This includes, but is not limited to; inspection of material, ensuring construction is according to plan, reviewing/managing project documentation, quality assurance testing, measuring/tracking quantities, preparing/reviewing pay estimates and change orders, and preparing as-built drawings.

Location – The project limits are primarily:

- 4th Street SE - from Sterling Ave SE to Warner Road SE
- Main Court SE - from 2nd St SE to 3rd St SE
- 3rd Street SE - from Main Court SE to Warner Road SE
- 4th Street NE - intersection with Young Avenue NE

Questions –

Please direct all questions regarding this request for qualifications in writing by Wednesday, June 7, 2023 at 4:00 PM to:

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 and the submission must 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 contract must provide a statement of qualifications by 4:00 PM on Wednesday, June 14, 2023. Statements received after this deadline will not be considered.

Please submit your electronic statement of qualifications 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. Upon the completion of this evaluation process, the City of Canton will enter into contract negotiations with the firm receiving the highest ranking. At this time the City will commence fee and contract negotiations with the selected firm most qualified to perform the services as needed. 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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