

Request for Qualifications

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

NE Water Plant – Shop Renovations – TAG 630

Item/Project

Canton Water Department

Responsible Department

Thursday, April 29, 2021 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 Water Department intends to contract with an architectural and/or engineering firm for the design of renovations to the NE Water Plant service shop.

Project Description

Project Name: NE Water Plant – Shop Renovations – TAG 630

Architectural documents to be developed include plans and specifications sealed by a professional architect and/or engineer licensed in the State of Ohio. Plan work to address renovations to the existing shop building spaces and adding approximately 210' x 120' garage/storage area. Plan development shall include submission to Canton Building Department for project approval and permitting requirements.

Professional Services Needed

The scope of services shall include floor and structural plans, HVAC, electrical, plumbing, communications, hardware and finish schedules, etc., construction details, some site work, general & technical notes/specifications, and development of construction estimates. All design services to be in accordance with all local and state Building codes.

Locations

The location of this facility is 2664 Harrisburg Rd NE, Canton, OH.

Questions

Please direct all questions regarding this request for qualifications in writing by **Tuesday, April 20, 2021 at 4:00 PM** to:

Andrew Roth, Director of Purchasing
andrew.roth@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 Technical Approach (25 Points)

- (Not required at this time)

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.

The submission must not exceed 25 single-sided, 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 qualification package 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.

Deadline and Submission Procedures

Firms interested in being considered for this design work must provide a statement of qualifications by **4:00 P.M. on Thursday, April 29, 2021**. Statements received after this deadline will not be considered. Please submit four (4) copies of your statement of qualifications to the following:

Andrew Roth, Director of Purchasing
City of Canton Purchasing Office
218 Cleveland Ave. SW, 4th floor
Canton, OH 44702

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 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, 2021 and April 19, 2021