

# Request for Qualifications

**City of Canton, Ohio**  
Purchasing Department  
218 Cleveland Ave. SW, 6<sup>th</sup> floor  
Canton, Ohio 44702

Engineering Design Services – Canton Water Department Facilities – TAG 587A & TAG 587B

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**Item/Project**

Water Department

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**Responsible Department**

Thursday, April 30, 2020 at 4:00 PM local time

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**Proposals Due By**

## Proposal Submitted By:

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**Company Name**

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**Street Address**

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**City**

**State**

**Zip**

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**Contact Person**

**Phone No.**

**Email Address**

## **Overview**

The City of Canton Water Department (CWD) intends to contract with a professional engineering firm or firms for the design of renovations for the City's Sugar Creek Water Treatment Plant (WTP) and Cromer Reservoir. Two (2) separate contracts are expected to be awarded. Only one (1) SOQ from each firm is preferred and may address either or both projects listed below.

## **Projects Descriptions:**

### **Sugar Creek Water Treatment Plant Renovations – TAG 587A**

The facility was originally constructed in 1961 including wells 1-7. In 1995 it was expanded by adding aerators and filter beds. Wells 8 – 10 were added in 1998. SCADA control systems were added in 2009. Sludge lagoons are currently being added. The WTP utilizes 100% ground water as its source water and is currently rated at 15.9MGD. This WTP has not undergone comprehensive renovation since its original construction in 1961; therefore numerous improvements are anticipated to maintain this facility as well as prepare it for future service and anticipated regulatory requirements. This project will also include the water wells and line surge tanks.

The goal of this project is to design the elements recommended in the recently completed capital improvement plan study.

### **Professional Services Needed**

CWD is requesting SOQs from engineering consulting firms with significant experience in groundwater treatment plant design and renovation work. The design elements including, but not limited to, are:

- Structural
- Architectural
- Treatment Systems
- Mechanical
- HVAC
- Plumbing
- Piping & Hydraulics
- Electrical
- Instrumentation & Controls and SCADA
- Water Wells & Pumping
- Survey & Site Planning
- Funding Assistance

### **Location**

This project is located at 9649 Dolphin Street SW, Strasburg, Ohio 44680

### **Schedule:**

Final Design is planned for 2020 – 2021  
Construction is planned for 2022 – 2023

### **Cromer Reservoir Renovations – TAG 587B**

The facility was originally constructed in circa 1935. It is a 15 MG ground tank consisting of two (2) chambers. It has concrete floors, walls, columns and roof. The roof is covered with about 12” of soil. This contract will consist of two (2) phases:

Phase 1 will be the evaluation of the existing tank which may include, but not limited to: interior and exterior inspection, sounding and non-destructive concrete testing.

Phase 2 will be the design of the renovations or a new reservoir. The design may include, but not limited to, structural, architectural, soil analysis, piping, plumbing, instrumentation, mechanical and funding assistance.

### **Location**

This project is located in the 3200 block of Cromer Ave NW, Canton, OH 44709

### **Schedule:**

Evaluation & Final Design is planned for 2020 – 2021  
Construction is planned for 2022 – 2023

### **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 Canton's water treatment plants, along with experience with Ohio's 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.

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 a written and/or oral technical presentation to aid in the ranking and selection process.

### **Questions**

Please direct all questions regarding this request for qualifications in writing by **Tuesday, April 21, 2020 at 4:00 PM** to:

Andrew Roth, Director of Purchasing  
[andrew.roth@cantonohio.gov](mailto:andrew.roth@cantonohio.gov)

### **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 30, 2020**. 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, 6th floor  
Canton, OH 44702

**The City will also accept an electronic submission through it on-line bid tool located at:**

<https://www.cantonohio.gov/448/Purchasing-Procurement>

### **Evaluation and Next Steps**

Two (2) separate contracts are expected to be awarded. Only one (1) SOQ from each firm is preferred and may address either or both projects.

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 Mayor**  
**Thomas M. Bernabei**

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