

**CITY OF LANCASTER
REQUEST FOR QUALIFICATIONS
FOR PROFESSIONAL ENGINEERING SERVICES**

BACKGROUND

The City of Lancaster, Ohio is requesting qualifications from professional engineers and engineering companies interested in providing professional engineering, design and construction services in connection with the Union/Mulberry Street Drainage Study.

PROJECT AREA

In July 2006 the west side of Lancaster received an isolated rainfall that caused severe street, yard and basement flooding in an area bounded roughly by the railroad tracks on the east, Shasta Drive on the west, Mulberry Drive on the south and Sixth Avenue on the north. Drainage issues include storm sewer capacity, subdivision design, and drainage patterns. The area developed from the late 50's to the late 70's and currently drains to Hunter's Run.

PROJECT DESCRIPTION

Services Requested include:

- Review of existing engineering data and plans.
- Field Surveys if needed to supplement existing information
- Additional GIS mapping of system
- Hydraulic modeling
- Identification of alternatives to eliminate flooding issues
- Preliminary cost estimates
- A preliminary public open house to gather public input on the issue
- A final presentation to City Council on the study

Topography for the area is available from the Fairfield County 2000 orthophotography project. 2006 orthophotos are also available. GIS mapping for the entire Lancaster system is currently underway and may or may not be available.

CRITERIA FOR EVALUATING QUALIFICATIONS

The City will utilize procedures for competitive qualification based procurement for the engineering services in connection with this Request for Qualifications (RFQ). Under this method, qualifications of competing firms will be evaluated and the service provider that is deemed the most advantageous and qualified to perform the scope of services will be selected, subject to subsequent negotiation of fair and reasonable compensation. If negotiations do not result in mutually satisfactory compensation, the City may terminate all negotiations and enter into negotiations with the next most qualified.

FACTORS TO BE CONSIDERED IN EVALUATING QUALIFICATIONS

The City will evaluate the statement of qualifications on the following basis:

- Experience of the firm in successfully completing projects of a similar nature, including related work that would be required to carry out the improvements.
- Experience of project personnel to be directly responsible for the project management and the experience of those individuals to be responsible for completing major components of the project.
- Hourly billing rates for staff positions anticipated to be involved in the project, the estimated involvement of the staff in these positions, and additional cost factors involving other additives or reimbursable expenses. This information will be used for the purpose of general cost comparison considerations.
- Technical approach to the project and understanding of project requirements and constraints determined to be most advantageous to the City.
- Capacity of the firm to devote sufficient manpower to the project in order to complete the project in a timely manner.
- Consultant's interest in this project.

SUBMISSION OF QUALIFICATIONS

The City will accept four copies of the Statements of Qualifications from interested firms at the Engineer's Office, City Hall Annex, 121 East Chestnut Street, Lancaster, Ohio 43130. All qualification submittals must be received by February 22, 2008 at 4:00 pm. Submissions shall be submitted in a sealed envelope and marked "Union/Mulberry Street Drainage Study-SOQ". The

Qualifications will be reviewed and any needed interviews will be scheduled during March. Once a consultant is selected and the fees are negotiated, then planning can begin sometime after May 1, 2008.

The decision of the City in selecting a qualified firm is final and not subject to appeal.

Interested firms may contact Denise L. Crews P.E. at (740) 687-6614, or by email at dcrews@ci.lancaster.oh.us.