REQUEST FOR QUALIFICATIONS
GENERAL ENGINEERING SERVICES

The Village of Clinton is seeking a qualified engineering firm to provide comprehensive general engineering, planning, and architectural services.

Statements of Qualifications (SOQs) must be received by December 4th at 1pm. Submissions should be sent electronically to:

Bud McDaniel
Mayor@ClintonOH.gov
7871 Main St
Clinton, OH 44216
330-882-4782

Statements of qualifications should include information regarding the firm's history; education and experience of key technical personnel; ODOT prequalification letter, the firm's experience in performing the services outlined in the project description; availability of staff; the firm's equipment and facilities; references; and any previous work performed for the Village of Clinton. The SOQ shall not exceed 30 pages.

The Village of Clinton will evaluate SOQs based on the following criteria:

1. Firm's experience in providing similar services.
2. Firm's experience in providing services in the Village of Clinton.
3. Qualifications and experience of key personnel.
4. Firm's resources and capabilities.
5. References and past performance.

As required by Ohio Revised Code §153.65-73, responding firms will be evaluated and ranked in order of their qualifications. Following this evaluation, the Village of Clinton will enter contract negotiations with the most highly qualified firm for the General Engineering Services contract. Statement of qualifications will be kept on file for one year and may be utilized for other professional services contracts under $50,000.

The Village of Clinton reserves the right to release future request for qualifications for projects covered by this solicitation. The selected firm for General Engineering Services will be eligible to submit on all Request for Qualifications (RFQs) during the contract term.

Project Description
The selected firm will be responsible for providing general architectural, engineering, and planning professional services for three service areas. The scope of services for each service area includes but not limited to:

1. Municipal Engineering Services
    a. Technical support to the Service Director, Council, and Administration on engineering-related issues involving the Village of Clinton.
    b. Coordinate with County, Regional, State and Federal agencies on engineering-related issues involving the Village of Clinton, including annual or quarterly report requirements.
    c. Attend Council, Committee, Planning, Zoning, BZA, and other Special meetings, at the request of the Village of Clinton.
    d. Assist and maintain the 5-year Capital Improvement Plan (CIP) for Village of Clinton owned infrastructure.
    e. Identify and advise on funding applications to support the goals of the CIP.

2. Review: Periodic plan review and construction inspection on private sector development projects within the Village of Clinton.
3. Projects: Planning, Design, and Inspection of Public Infrastructure Projects.
    a. Prepare funding applications that require detailed architectural plans, engineering plans, reports, and/or certified cost estimates.
    b. Maintain pavement condition ratings of all streets in the Village of Clinton.
    c. Assist the Village of Clinton with EPA MS4 best management practices (BMPs) to stay in compliance with the annual permit.
    d. Pre-Design Services (Survey, Environmental, Traffic, Geotechnical, Planning, etc.).
    e. Reports & Studies (Flood Studies, Traffic Studies, Environmental Studies, etc.).
    f. Architectural, Engineering, and Planning Design Services (Plans & Specifications) for Public Buildings, Parks & Recreation, Streets, Public Utilities, and other publicly owned infrastructure or publicly funded project of any type.
    g. Public Bidding & Award Services.
    h. Construction Administration, Management, Inspection & Testing (CA/CM/CI).
    i. Criteria Engineer/Architect Services (per ORC 153.692).
    j. GIS Services.
    k. Economic development consultation.
    l. Zoning code review and update.
    m. Zoning code enforcement.
    n. Master planning for the Village of Clinton, neighborhoods, specific corridors, and/or parks and recreation.
    o. Inflow and infiltration investigation, including dye testing, smoke testing, or flow monitoring.
    p. Right of way plan development and exhibit preparation.
    q. Surveying.

The selected firm shall enter into a Master Services Agreement (MSA) with the Village of Clinton for the following three service areas and negotiate acceptable fee terms per the options shown below for the entire length of the contract term of the MSA:

1. Municipal Engineering Services
   Acceptable Contract Terms for Fees: Hourly rates with maximum annual fee or monthly fixed fee per month.
2. Review: Periodic Plan Review and Inspection of Private Sector Developments
   Acceptable Contract Terms for Fees: Hourly Rates
3. Projects: Planning, Design, and Inspection of Public Infrastructure Projects
   Acceptable Contract Terms for Fees: Hourly rates, maximum fee based on percent of construction cost, cost plus fixed fee, or standard hourly rate multiplier.

The following additional conditions shall apply to the MSA:

- Village of Clinton shall set the length of contract in term of two years.
- Village of Clinton may include a clause to allow for a renewable contract for a set period of years.
- Village of Clinton may, at any time during the contract term of the MSA, select another consultant via the Quality Base Selection (QBS) process to perform a specific project without voiding the terms of the MSA.
- Village of Clinton shall utilize a third-party review consultant, selected from the approved QBS list of consultants, if necessary, for specific “Service Area 3 – Projects”.

Project Schedule:
Notice to Proceed: January 1, 2027
End of Contract: December 31, 2028