



REQUEST FOR QUALIFICATIONS:

City of Defiance Water Division Diehl Tower Maintenance Program

Project No. 2010-D001

April 5, 2010

PREPARED BY:

City Engineer, Lee P. Rausch, P.E.
Water Superintendent, Richard Kipp

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PURPOSE

The City of Defiance intends to contract for a multiple year professional maintenance and asset management contract for their 300,000 gallon elevated water storage tank, located at Diehl Park, 400 Carter Avenue, Defiance, Ohio (hereafter referred to as Diehl Tower). The storage tank was built in 1953 by Pittsburgh Demoines and stands 154.85 feet from the base to the top of the tank. This contract will be for engineering and inspection services, rehabilitation, repair, repainting, washout, and all preventative maintenance.

The qualifying firm shall assume full responsibility and accountability for maintenance issues relating to Diehl Tower. It is the sole intent of this RFQ to determine the most qualified firm to which City of Defiance could contract these services.

This request invites qualified firms to submit proposals for accomplishment of the work described below. Proposals shall be prepared and submitted in accordance with the requirements described in this Request for Qualifications (RFQ). Once the firm is selected, a contract will be entered into between the firm and the City of Defiance.

Project Name/References to the Project:

This project will be referred to in all correspondence by either the project name or project number as listed in the heading of this document.

Proposal Submission:

Responses to this RFQ shall be submitted in triplicate, each set bound to create a single document containing all required material. Responses must be received by the City Engineer of the City of Defiance as follows:

Due Date:	Friday, April 30, 2010
Time:	Prior to 4:00 p.m.
Deliver To:	Lee P. Rausch, P.E., City Engineer 631 Perry Street, Ste. 102 Defiance, Ohio 43512

During the proposal evaluation, the City of Defiance reserves the right to request additional written information to assist in the evaluation of these qualifications.

Qualifications and written responses to the City of Defiance's request for additional information shall be signed by the proposer, by an officer of the proposing firm, or by a designated agent empowered to bind the firm in a contract.

Upon receipt, the qualifications shall become the property of the City of Defiance for disposition or usage by the City of Defiance at its discretion.

Qualification Content:

To standardize responses and simplify the comparison and evaluation of the responses, all statements must be organized in the manner set forth below, separated into sections, and appropriately labeled. All information and materials requested shall be provided in the proposal under a single cover.

- a. Business Organization. The full name and address of the firm’s organization and the branch office that will perform the services described herein shall be stated. The principal-in-charge of the branch office shall be identified. A statement shall be included from the firm that to the best of its knowledge, there are no circumstances that shall cause a conflict of interest in performing services for the City of Defiance.
- b. Technical Approach and Scope of Work. The responding firm shall state its understanding of the project as outlined in the Scope of Services. The approach in rendering the services required, including the use of sub-consultants or sub-contractors, shall be detailed in a proposed Scope of Services.
- c. Related Technical Experience. Descriptions of a minimum of three (3) and a maximum of five (5) projects of similar size and nature in the State of Ohio shall be submitted.
- d. Project Staffing and Organization. Provide a brief description of the staffing and availability to complete this project, emphasizing specialized skills available for this project.
- e. Timely Completion of the Project. Discuss the consultant’s current workload and their ability to complete the project in a timely manner.
- f. Additional Information. Provide any additional information regarding your firm’s experience and capabilities that you feel would be important to the success of the project. The selected firm must provide evidence to the City of Defiance of the firm’s ability to obtain and maintain insurance and liability coverage certificates. Additionally, the certificates shall name City of Defiance as an additional insured. A sample contract, void of any pricing, may be included.

Contact Persons:

Interested firms are encouraged to contact Mr. Lee P. Rausch, P.E., City Engineer, 631 Perry Street, Ste. 102, Defiance, OH 43512, or by phone at (419) 784-2249, in order to obtain more specific project information. Qualification responses should also be transmitted to the aforementioned individual and address.

Inspection of the tower may be arranged by appointment only by contacting Mr. Richard Kipp, Water Superintendent, 1356 Baltimore Street, Defiance, OH 43512, or by phone at (419) 782-1886.

Rejection/Award of Proposals:

The City of Defiance reserves the right to reject any or all submissions in whole or in part and to waive irregularities in qualifications received.

All firms submitting qualifications will receive written response as to which firm the City of Defiance has selected to proceed with contract negotiation and award for service related to the RFQ.

Award of Contract, if any, will be to the consultant deemed best qualified by the City of Defiance to perform the services outlined in this RFQ.

Contract Prohibited Unless Approved in Writing By the Council:

No contract can be awarded pursuant to this RFQ if the cost associated with the contract exceeds \$7,500.00, without the written consent of City Council.

Scope of Services

It is the intent of City of Defiance, to solicit a full-service perpetual maintenance and asset management program from a firm that will provide engineering and inspection services specific to the maintenance of this existing water storage tank covered by this Request for Qualifications (RFQ), and all services required for engineering, (specific to water tank listed), inspection, repair, perpetual maintenance, rehabilitation, washout, preventative maintenance, proactive asset management and painting services. The proposal is not a bid. The proposal shall address all of the information outlined herein. Additionally, each prospective firm may include such other information as deemed pertinent to the proper evaluation of the proposal.

The proposal shall describe the details of all items covered by the proposed maintenance and asset management program. These items must include, but not be limited to, all structural or miscellaneous repairs and maintenance necessary for the water storage tank. This should include the need for steel replacement, steel parts, foundation repair, expansion joints, water level indicators, sway rods, manhole covers, valves, gaskets and any other components of the vessel. All coating systems are to be included as well. The firm shall warranty all work throughout the duration of the agreement plus one year.

The services to be provided by the selected firm shall include, but not be limited to, the following:

1. Inspect the vessel at least once within any twelve-month period to ensure that the structure is in a sound watertight condition and provide the city with a comprehensive report of inspection and proposed corrective actions (if any) within thirty (30) days from date of inspection. Complete corrective action shall be performed by the firm within a designated period of time dependent upon the action and weather conditions.
2. Completely pressure wash (washout) the vessel at least one time within any two-year period and remove all mud, silt, and other accumulations that might be harmful to the vessel or its contents. After washout is completed, thoroughly

inspect and disinfect the vessel in accordance with ANSI/AWWA C652 utilizing disinfection spray method #2 and return the vessel to service.

3. Furnish any and all services, including inspection, engineering, and construction services, needed to ensure the vessel is in a sound, watertight, condition and complete working order according to design specifications and in compliance with all State of Ohio requirements, including but not limited to steel replacement, steel parts, foundation repair, expansion joints, water level indicators, sway rod adjustments, tank overflows, manhole covers, valves, gaskets, and other component parts of the vessel or vessel tower.
4. Clean and paint the interior and/or the exterior of the vessel at such times painting is needed. The need for interior painting shall be determined by the thickness of the existing liner and its protective condition. The need for exterior painting shall be determined by the appearance and protective condition of the existing paint. The painting process shall include all work necessary to properly prepare the surface of the vessel to accept the new paint. Standard lettering on the vessel, similar to existing, shall be included in the exterior painting cost.
5. Install or repair anti-climb devices on the access ladder to each vessel to prevent unauthorized persons from climbing the vessel.
6. Install locks on the roof hatches and anti-climb devices to prevent unauthorized persons from entering the vessel.
7. Furnish pressure relief valves, if needed, to be installed in the city's water system so the city can pump direct and maintain water pressure while the vessel is being serviced.
8. Provide the Defiance Water Division with a minimum advance notice of thirty (30) working days in advance of performing any services that will result in removing a vessel from service.
9. Provide short-term and long-term project management services to maintain the water storage asset.
10. All rules and regulations of the State of Ohio, and all applicable ANSI/AWWA Standards will be strictly adhered to. Additionally, a method for determining the future repainting schedule should be addressed for the vessel.
11. All permits, approvals, etc., required by the State of Ohio and the local municipality will be the responsibility of the successful consultant.