



South Main Street Streetscape – REQUEST FOR QUALIFICATIONS FOR STREETSCAPE DESIGN AND ENGINEERING SERVICES

Huron, Ohio

The City of Huron, Ohio in Erie County, Ohio is accepting qualifications for a one-time contract to perform engineering services and complete construction documents (consulting) for streetscape and wayfinding enhancements along South Main Street (from Bogart Road to US-6).

PROJECT CONTACT:

Erik Engle
Planning Director
City of Huron, Ohio

417 Main Street
Huron, OH 44839
erik.engele@huronohio.us
Phone: 419-433-5000 ext. 1301

SUBMISSION DEADLINE:

Monday, January 5, 2024 at 2:00pm
Please submit all qualification materials to the clerk of council – terri.welkener@huronohio.us

SECTION 1. BACKGROUND SUMMARY AND PROJECT REQUIREMENTS

The City of Huron just completed a Main Street Corridor Study and is proposing streetscape enhancements and wayfinding for South Main Street from Bogart Road to US-6. The South Main Street concept expands vehicular, pedestrian, and visual connections over the rail line to support existing businesses and tie into the northern portion of Main Street. Huron will require project construction documents for said design and implementation of the enhancements. The ROW along South Main Street is approximately 65 feet in width.

The City of Huron requests qualifications from interested firms to prepare preliminary and final design construction and bidding documents and all document preparation associated therewith based on the Main Street Corridor Study (S. Main concept plan attached).

SECTION 2. SUBMISSION DEADLINE AND CONTRACT REQUIREMENTS

Scope of Services

The basic scope of services shall include providing tools, materials and labor to perform the following work: It is anticipated the project will include a centerline and right-of-way survey, field location survey, and new typical section. Improvements will be in accordance with recommendations presented in the Main Street Corridor Study (Concept Site Plan and Proposal Diagrams attached under Section 8) with the intent to relocate utilities underground, incorporate a multi-purpose trail with landscape buffers/bioswales, incorporating pedestrian safety enhancements for the sidewalk/multi-use path over either side of the railroad track, extending the multi-use trail on the west side of the street from Forest Hills Drive to Route 6 (see Section 8), and adding off-street parking with stormwater management to Standard Street.

Required deliverables (Phase 1):

1. Preliminary Drawings
2. Engineers Estimate (Project Specific to Main Street design)

Required deliverables (Phase 2):

1. Final Construction and Bidding Documents
 - a. Prepare centerline layout drawings based on previous surveys and design work, supplemented as needed by field surveys. At this time the Consultant shall recommend to the City a proposed typical section that is in keeping with the Main Street Corridor Study as presented in Section 8 and stays within existing right-of-way and budget, as much as possible.
 - b. Prepare plan for the streetscape of South Main Street, including a schematic plan, plan view sheets, pavement alteration sheets including bump out areas with grades, pavement markings plan, typical roadway sections, underground utility relocation plan, pavement and curb details, storm sewer details (bioswales), pedestrian safety enhancement plans for pedestrian railroad crossing.

- c. Prepare a final wayfinding and branding package indicating key signage locations on the final construction documents.
 - d. Construction/bid documents shall include but not be limited to street resurfacing, street trees, streetlights, and street tree lawn treatment, sidewalk improvements and wayfinding. Final Plans are to be submitted to the City pending contract negotiations.
2. Specifications
3. Bid Quantities
4. Final Cost Estimate

Last Call for Questions:

Friday, December 22, 2023 at noon.

All questions MUST be submitted in writing to:

Stuart Hamilton, Service Director - stuart.hamilton@huronohio.us; and
Erik Engle, Planning Director, erik.engle@huronohio.us

Submission Deadline:

Friday, January 5, 2024 at 2:00pm

SECTION 3. PRICING DETAILS

Contract amounts for this will be negotiated upon final proposal selection.

SECTION 4. SELECTION TIMELINE

Tentative Selection Schedule

- January 12, 2024 Qualification packets due to the City of Huron
- January 19, 2024 Notification of Shortlist Firms
- January 26, 2024 Interview up to four (4) firms, if deemed necessary
- February 2, 2024 Notify all firms of selection
- February 16, 2024 Deadline to finalize Scope of Services and contracts
- February 27, 2024 Contract approval by City

SECTION 5. SUBMITTAL REQUIREMENTS/PROJECT PARAMETERS

Requirements for Consideration

1. A letter of interest describing the types of professional services being offered
2. A Statement of Qualifications (SOQ) following the outline below
3. Qualifications will be measured against the Evaluation Criteria following this section. Interested firms are encouraged to provide documentation addressing elements of the scoring criteria as it relates to their SOQ.

Statement of Qualifications

The specific format of the Statement of Qualifications (SOQ's) shall be per the responding firm's judgment. The SOQ should minimally include the following information:

1. Two-page project summary narrative defining the firm's interpretation of the scope of the project and approach to engineering and design.
2. Project personnel organization.
3. Firm Profile.
4. Principal Profile.
5. Technical Expertise Profile.
6. General anticipated project schedule or timeline.
7. General anticipated man-hours to complete the project based on past experience.
8. Additional pertinent information including any other third-party contractors/subcontractors and their qualifications.
9. The city requests that, in addition to a general list of representative projects, responding firms select one or two of its completed projects of similar size and scope. The selected project shall be a project that has been completed for at least three years but no more than five years. A detailed description of services rendered, the name, mailing address and phone number of the client's project manager, and the name and mailing of the general contractor. The responding firms are also requested to provide a proposed project team that will most likely work on this project. Members should include personnel from the partner down to the engineer-in-training level. Sub-professional: level employees not providing a significant role on the project do not need to be included. A resume of each member of the team is needed and should detail relevant experience, length of service with the firm, educational background, and professional background. Sub-consultant's roles on the project should also be listed.

SECTION 6. EVALUATION CRITERIA

The following are the primary evaluation criteria the city plans to utilize to select the best-qualified firm. In addition to the evaluation criteria, the city will be looking at design and engineering experience in streetscape and wayfinding design. Selection is very subjective in many areas and the decision of the City Staff will be final and not subject to re-evaluation by the firms submitting a Statement of Qualifications.

- Responsibility and stability – such considerations as length of time the firm have been in business, length of time principals have been with firm, financial responsibility, professional liability coverage, etc.
- Experience – such considerations as other similar projects completed by the firm, similar design projects completed by key personnel of the firm, support staff abilities, range of in-house capabilities, etc.
- Location – Such consideration as location of firm’s office that will be responsible for project coordination, previous work in the general geographic area, key project personnel office location, etc. Lower project costs should result if limited travel expenses are required and better communication can be maintained which should result in a higher quality project.
- Quality of work – Such considerations as adequateness of material supplied to permit evaluation, evaluation, quality of presentation, cooperation, concern, etc.
- Time schedule and anticipated man-hours to complete the project.

The city will accept SOQs until 2:00 p.m., January 5th, 2024. Consultants must submit their SOQs electronically to the City of Huron Clerk of Council, at Terri.welkener@huronohio.us. The subject line of the email should read “Statement of Qualifications for Professional Engineering Services, Design of the South Main Street Streetscape.”

The city retains the option of rejecting or accepting any Statement of Qualifications. Should a firm be selected and the city cannot negotiate a contract with the selected firm ranked best qualified, the City shall inform the firm in writing of the termination of negotiations and enter into negotiations with the firm ranked next best qualified. If negotiations again fail, the same procedure shall be followed with each next best-qualified firm selected until a contract is negotiated. However, the City retains the right to reject all SOQ’s and initiate the process of obtaining SOQs from qualified engineering firms at a later date.

Interviews

The city reserves the right to conduct face-to-face interviews with any, all, or none of the responding firms. In the event city staff deems interviews necessary to select the best firm, the City will establish a meeting at a mutually acceptable time at Huron City Hall.

SECTION 7. SUBMISSION DEADLINE AND CONTACT DETAILS

PROJECT CONTACTS:

Stuart Hamilton
Service Director
City of Huron, Ohio
stuart.hamilton@huronohio.us

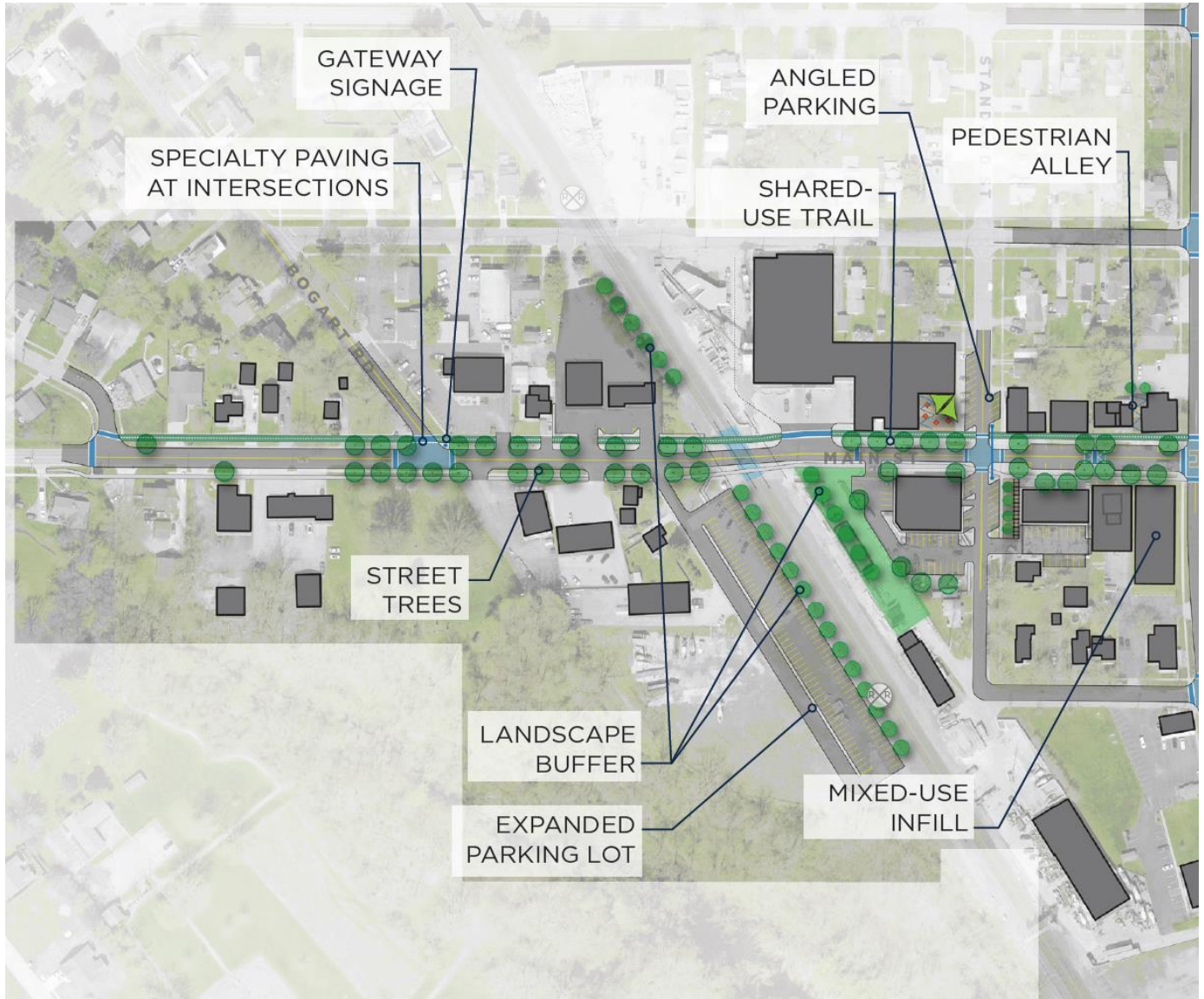
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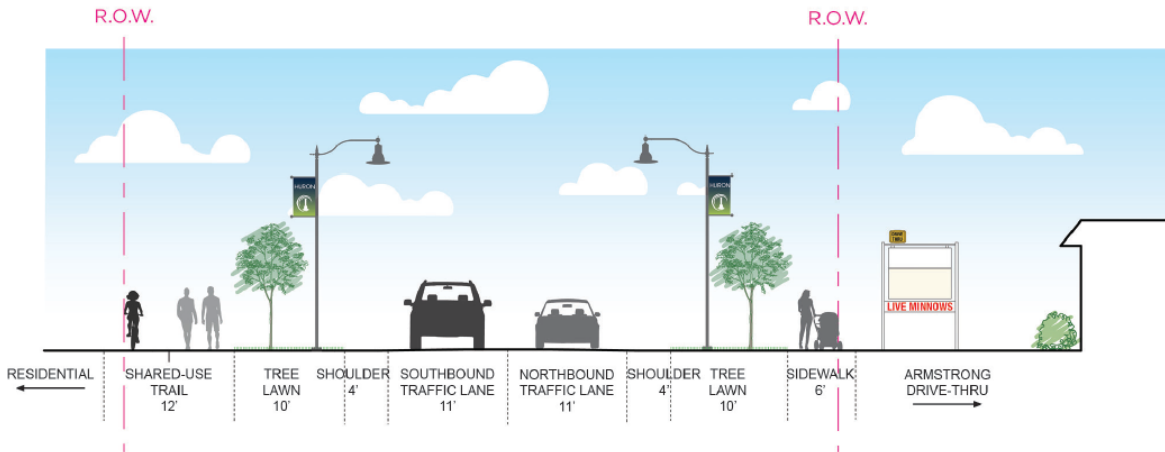
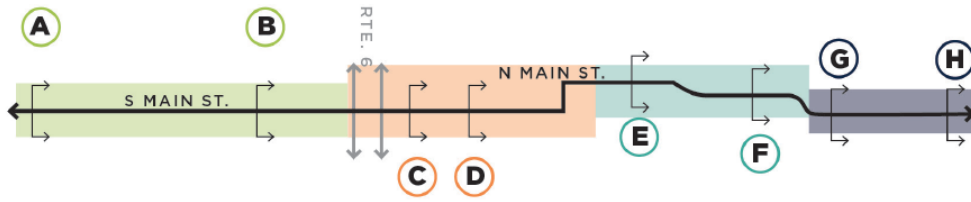
RFQ SUBMISSION DEADLINE:

Friday, January 5th, 2024 at 2:00pm

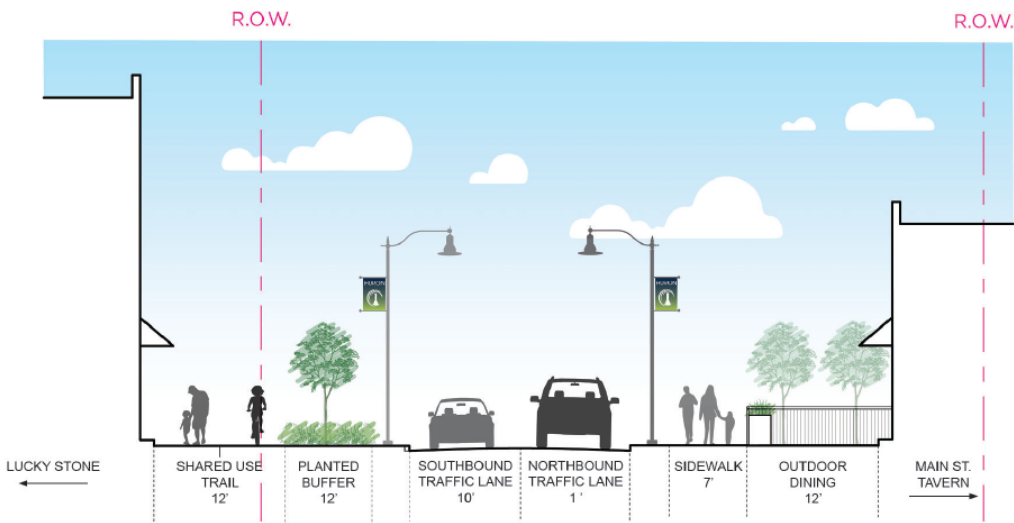
Please submit all submittals to the Clerk of Council – terri.welkener@huronohio.us

SECTION 8. PROJECT PLAN CONCEPT VISUAL





Proposed - Section A



Proposed - Section B

SECTION 9. LEGAL NOTICE

Legal Advertisement

The City of Huron, Ohio in Erie County, Ohio is accepting qualifications for a one-time contract to perform certain streetscape design and professional engineering services work for streetscape and wayfinding enhancements along South Main Street (from Bogart Road to US-6).

Sealed proposals will be received by the City of Huron (“Owner”), at the office of the City Manager, Huron City Hall, 417 Main Street, Huron, OH 44839 on the 5th day of January, 2024 until 2:00 pm current local time for the:

“South Main Street Streetscape Project”

Each proposal must contain the full names of the party or parties making the same, with an affidavit as to interested parties, and in the case of a corporation not chartered in Ohio, with a proper certificate that such corporation is authorized to do business in Ohio.

- Copies of the Qualification Request Packet are on file at Huron City Hall, and may be obtained: (1) by email to terri.welkener@huronohio.us; (2) in person at 417 Main Street, Huron, OH 44839; or (3) online at www.cityofhuron.org/government/bid-notices-and-tabulations.

Please note that in order to be considered as a “responsive respondent” for this project, you must include all materials under Section 5: Submittal Requirements in the Qualification Request Packet. The “Owner” reserves the right to reject any and all proposals, and/or to waive any informalities in the proposals received.

The “Owner” is an Equal Opportunity Employer and does not discriminate against the handicapped.

All construction work at the City of Huron is Tax-Exempt.

Matt Lasko, City Manager
City of Huron

Publish Dates: Sandusky Register
Week of December 4, 2023
Week of December 11, 2023