

CERTIFICATION OF PUBLICATION

CITY OF BALTIMORE OFFICE OF BOARDS AND COMMISSIONS PUBLIC NOTICE PROJECT NO. 1124

WASTEWATER ENGINEERING SERVICES FOR THE IMPROVEMENTS OF HERRING RUN SEWERSHED COLLECTION SYSTEM

The City of Baltimore Office of Boards and Commissions has been requested by the Department of Public Works, Bureau of Water and Wastewater, to advertise for Civil/Environmental Engineering Firm to perform Wastewater Engineering services for the Bureau of Water and Wastewater. Four (4) firms will be selected to perform the design of improvements recommended by the recently completed Herring Run Sewershed Study and Plan under the Wet Weather Program Consent Decree. The Sewershed covers an area of about 17.9 square miles and is located in the northeast corner of the City and extends north and east into Baltimore County. The work may include designing of relief sewers, sewer storage facilities, point repairs, rehabilitation, and replacement of sanitary sewers within the Herring Run Sewershed. The recommended projects have deadlines and there are stipulated penalties associated with these projects.

The firms interested in providing these services must demonstrate and document:

1. Experience in design of sanitary sewer systems including hydraulic analysis and hydraulic modeling.
2. Experience in design of sanitary sewer system rehabilitation and replacement projects using trenchless technologies including CIPP and pipe bursting.
3. Experience in design of sanitary sewer online/offline storage facilities.
4. Experience in the preparation of design reports and contract documents including plans and specifications, all permit applications, easements, and related items necessary for procurement of construction.
5. Experience in geotechnical engineering, subsurface exploration and surveying services for utility investigations and design.
6. Experience in construction management services which include: construction inspection, review and response to RFIs, review shop drawings and change orders.
7. Experience in performing and evaluating CCTV and other non-destructive sewer inspection technologies.
8. Experience in collection system asset and data management in GIS.
9. Experience in developing and managing an overall team with Minority/Women Business Enterprises.

Services will include review of manhole and CCTV inspection data generated by previous studies and other available information, project management, preparation of design for rehabilitation and replacement of sanitary sewers, sewer storage facilities, GIS, geotechnical engineering, surveying, preparation of design reports and contract documents including plans and specifications, cost estimates, permit applications, easements, community meetings, and construction management services including shop drawings review, review of RFIs, change order, post-construction manhole and CCTV inspections, construction inspection and consultation during construction.

The estimated project fee is \$1,500,000 per firm. The duration of this project is estimated to be 5 years.

Should you have any questions regarding the scope of the Project, please contact Ms. Tonorah Houston-Burgee at (410) 396-3428 or by e-mail at tonorah.houston-burgee@baltimorecity.gov.

Projects must comply with the 2006 edition of "The Specifications for Materials, Highway, Bridges, Utilities and Incidental Structures." City personnel will utilize the City of Baltimore Guidelines for the Performance Evaluation of Design Consultants and Construction Contractors for this contract/project.

Firms intending to submit a proposal as a prime consultant for this project should submit a "Letter of Interest" to the Office of Boards and Commissions, Room 601, 417 East Fayette Street, Baltimore, Maryland 21202 (FAX: 410-625-4667). Since these letters are utilized to assist small, minority and women business enterprises in identifying potential teaming partners, the letters should be submitted within five (5) days of the date of the project's advertisement. The letter should contain a contact person. Failure to submit a "Letter of Interest" will not disqualify a firm submitting a proposal for the project.

Each prime consultant applying for this Project will be required to complete and submit an original Federal Form 255, along with **five (5)** copies, to the Office of Boards and Commissions. The Federal Form 255 and the five copies must be submitted on or before 12:00 P.M. (Noon) on **Monday, 01-11-2010**. Submittals may not be accepted after this deadline.

Insurance Requirements

The consultant selected for the award of this project shall provide professional liability, auto liability, and general liability and workers' compensation insurances as required by the City of Baltimore.

All architectural, engineering, and surveying firms listed in the specific proposal for the Project must be prequalified by the Office of Boards and Commissions for each applicable discipline at time of submittal for this Project.

It is the policy of the City of Baltimore to promote equal business opportunity in the City's contracting process. Pursuant to Article 5, Subtitle 28 of Baltimore City Code (2000 Edition) – Minority and Women's Business Program, Minority Business Enterprise (MBE) and Women's Business Enterprise (WBE) participation goals apply to this contract.

The MBE goal is **27%**

The WBE goal is **9%**

Both the proposed Minority and Women's Business Enterprise firms must be named and identified as an MBE or WBE within Item 6 of the Standard Form (SF) 255 in the spaces provided for identifying outside key consultants/associates anticipated for utilization for this project.

Any submittals that do not include the proper MBE/WBE (in some instances DBE) participation will be disapproved for further consideration for this project.

Verifying Certification

Each firm submitting a SF 255 for consideration for a project is responsible for verifying that all MBEs and WBEs to be utilized on the project are certified by the Minority and Women's Business Opportunity Office (MWBOO) prior to submitting the proposal. A directory of certified MBEs and WBEs is available from MWBOO. Since changes to the directory occur daily, firms submitting SF 255s should call MWBOO at (410) 396-4355 to verify certification, expiration dates and services that the MBE or WBE is certified to provide.

Non-Affiliation

A firm submitting a proposal may not use an MBE or WBE to meet a contract goal if:

1. The firm has a financial interest in the MBE or WBE
2. The firm has an interest in the ownership or control of the MBE or WBE
3. The firm is significantly involved in the operation of the MBE or WBE (Article 5, Subtitle 28-41).

A firm submitting as a prime consultant that fails to comply with the requirements of Article 5, Subtitle 28 of Baltimore City Code when executing a contract is subject to the following penalties: suspension of a contract; withholding of funds; rescission of contract based on material breach; disqualification as a consultant from eligibility to provide services to the City for a period not to exceed 2 years; and payment for damages incurred by the City.

A resume for each person listed as key personnel and/or specialist, including those from MBE and WBE must be shown on the page provided within the application.

Please be advised that for the purpose of reviewing price proposals and invoices, the City of Baltimore defines a principal of a firm as follows:

A principal is any individual owning 5% or more of the outstanding stock of an entity, a partner of a partnership, a 5% or more shareholder of a sub-chapter 'S' Corporation, or an individual owner.

Out-of-State Corporations must identify their corporate resident agent within the application.

Firms will not be considered for a specific project if they apply as both a sub-consultant and prime consultant.

The applications for this Project (Form 255) cannot be supplemented with any additional information such as graphs, photographs, organization chart, etc. All such information should be incorporated into the appropriate pages. Applications should not be bound. Applications should imply be stapled in the upper left-hand corner. Cover sheets should not be included. Inclusion and/or submittal of additional material may result in the applicant being disqualified from consideration for this project.

Failure to follow directions of this advertisement or the application may cause disqualification of the submittal.

Robert B. MacLeod
Executive Secretary

Issue of: **12-10-09**
The Baltimore Sun
The Daily Record
The Afro-American
The Baltimore Times