



BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO
406 Justice Drive, Lebanon, Ohio 45036
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TOM GROSSMANN
SHANNON JONES
DAVID G. YOUNG

APPROVE ENGINEERING AGREEMENT WITH STANTEC CONSULTING SERVICES, INC. FOR THE HUNTER SEWER SYSTEM IMPROVEMENT PROJECT

WHEREAS, this Board of County Commissioners (the "Board") desires professional engineering services for the need to for improvements in the sanitary sewer collection system located in the unincorporated area of Hunter.

WHEREAS, this Board directed the Warren County Water and Sewer Department on June 2, 2020, through Resolution 20-0793, to issue a Request for Qualifications for aforesaid improvements; and

WHEREAS, this Board during a public work session on August 25, 2020, directed the Warren County Sanitary Engineer to enter into negotiations with Stantec Consulting Services, Inc., the top ranked firm; and

WHEREAS, Stantec Consulting Services, Inc. was selected for this project in accordance with applicable state procurement regulations (Ohio Revised Code, §§ 153.66 through 153.69); and

NOW THEREFORE BE IT RESOLVED, to enter into an Agreement with Stantec Consulting Services, Inc. for engineering services for the above referenced project, subject to the following conditions:

1. The scope of services shall be as stipulated in the "Engineering Agreement" attached hereto and made part thereof.
2. Compensation shall be in accordance with the provisions of the "Engineering Agreement" and the attachment thereto.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – yea
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 23rd day of March 2021.

BOARD OF COUNTY COMMISSIONERS

Tina Osborne, Clerk

cc: c/a – Stantec Consulting Services, Inc.
Water/Sewer (file)
Project file

PUBLIC ANNOUNCEMENT

WARREN COUNTY WATER & SEWER Request for Qualifications - Consultant Engineering Services

HUNTER SEWER SYSTEM IMPROVEMENTS

June 9, 2020

Sealed statement of qualifications (SOQ) for engineering consulting services for the Hunter Sewer System Improvements Project will be received by the Warren County Water and Sewer Department, Warren County, Ohio, 406 Justice Drive, Lebanon, Ohio, 45036, until 4:00 p.m., July 9, 2020.

Details regarding the proposed project may be obtained by contacting Warren County Water and Sewer Department, 406 Justice Drive, Lebanon, Ohio 45036 at (513) 695-1377. Questions regarding the project should be directed to Chris Wojnicz, at (513) 695-1646 or email at Christopher.wojnicz@co.warren.oh.us.

Project information may also be obtained on the Warren County Government internet site at <https://www.co.warren.oh.us/Commissioners/Bids/Default.aspx>. Please contact the Warren County Office of Management and Budget Financial Division at 513-695-1947 if you have trouble with this procedure or if you need additional information on accessing project information on our website.

By order of the Board of County Commissioners, Warren County, Ohio

PUBLIC ANNOUNCEMENT – REQUEST FOR QUALIFICATIONS

HUNTER SEWER SYSTEM IMPROVEMENTS

June 9, 2020

The Warren County Board of Commissioners will procure the services of a consulting engineering firm to prepare and develop detailed construction drawings, specifications, and surveying services for sanitary pump stations, force mains, and sanitary sewers within the Hunter area sewer system. The project schedule and budget is:

Design Completion: 12/2021

Anticipated Construction Cost: \$500,000 - \$750,000

Budgeted Engineering Contract Value: \$50,000 - \$75,000

Consulting engineering firms are encouraged to submit their statement of qualifications for consideration during the County's review and selection process. The project general description, specific services required, and a description of required qualifications are included at the end of the public announcement.

SUBMITTAL INSTRUCTIONS

- 1. Receipt of Submittals:** Sealed submittals shall be received by the Warren County Water and Sewer Department, Warren County, Ohio, 406 Justice Drive, Lebanon, Ohio, 45036, until 4:00 p.m., July 9, 2020. Envelopes containing the submittals must be sealed, addressed to Warren County Water and Sewer Department at 406 Justice Drive, Lebanon, Ohio 45036, and shall be clearly marked:

HUNTER SEWER SYSTEM IMPROVEMENTS

July 9, 2020 @ 4:00 PM.

Any submittal may be withdrawn prior to the above scheduled submittal time or authorized postponement thereof. Any submittal received after the time and date specified shall not be considered.

- 2. Addenda and Interpretations:** Questions regarding the information contained in this Request for Qualifications shall be submitted in writing and emailed to:

christopher.wojnicz@co.warren.oh.us
(513) 695-1646

and to be given consideration must be received at least five days prior to the qualification submittal date. All such interpretations and any supplemental instructions will be in the form of written addenda to the Request for Qualifications, which if issued, will be posted on the Warren County Commissioner's website, no later than three days prior to the submittal date.

3. **Request for Site Visits:** Interested parties may view the Dick's Creek pump station by contacting Chris Wojnicz at (513) 695-1646.
4. **Requests for Additional Information:** The County may make such investigations as they deem necessary to determine the ability of the submitting firm to perform the work, and all submitting firms shall furnish to the County all necessary information and data for the purpose as the County may request.
5. **Discussions for Clarification Purposes:** Warren County may conduct discussions with firms who submit for the purpose of clarifications or corrections regarding a submittal to ensure full understanding of, and responsiveness to, the requirements specified in the request for qualifications.
6. **Project Schedule:** The following is the anticipated schedule for the evaluation of qualifications and contract execution. The schedule is based on best available data and failure to meet any of the dates contained herein shall not affect the selection process.

County Issues Request for Qualifications	June 9, 2020
Qualifications Due to County	July 9, 2020
Select & Award Engineering Consultant	August 2020
Negotiate & Sign Engineering Contract	October 2020

7. Selection Process:

- a) The submittals will be evaluated by a Committee appointed by the County Commissioners which will:
 - 1) determine whether each submittal is responsive to the requirements of this request for qualifications and the criteria described below.
 - 2) evaluate and select no fewer than the top three submittals based on the selection criteria which shall include the firm and individual qualifications, proximity to Warren County, capacity to perform work, project approach, past performance with Warren County, and familiarity with project. The evaluation form used by the Committee during the review process "Review Sheet" is included with this public notice. In the event three qualified firms or less deliver a submittal, then the Committee shall still evaluate such firms based on the selection criteria stated herein.
- b) The Committee may hold interviews or discussions with any or all of the firms to further explore their statement of qualifications, the scope and nature of the services the firms would provide, and the various technical approaches the firms may take toward the project. Within a reasonable period of time after any and all discussions are complete, the Committee shall rank the firms by one collective Review Sheet in the order they determine to be the most qualified to perform the professional design services for the project. The Committee shall present a resolution to the County Commissioners requesting authorization for the Water & Sewer Department to enter into negotiations with the most qualified firms as determined by the Committee and confirmed by the Commissioners.
- c) The Water and Sewer Department shall thereafter begin negotiations of a professional design services contract with the top ranked firm to perform the services at a compensation

determined to be fair and reasonable to the County Commissioners. If a satisfactory contract cannot be entered into in a reasonable time, the County Commissioners, in its sole discretion, may terminate negotiations with the highest ranked firm and direct the Water and Sewer Department to begin contract negotiations with the next highest ranked firm.

d) Warren County reserves the right to reject any and all submittals.

8. **Public Records Request of Qualifications:** In order to ensure fair and impartial evaluation, qualification submittals and any related documents of other records that would otherwise be available for public inspection and copying under section 149.43 of the Revised Code shall not be available until after the award of contract.
9. **Withdrawal of Submittal:** Any company may withdraw their submittal at any time prior to the selection of an engineering firm. The County may terminate negotiations with a firm at any time during the negotiation process if the company fails to provide the necessary information for negotiations in a timely manner or fails to negotiate in good faith. If the County terminates negotiations with a firm, the County shall negotiate with the company whose submittal is ranked the next most qualified to the County according to the selection criteria and direction from County Commissioners.

SUBMISSION

Submittals shall contain sufficient detail to provide Warren County with the following information:

1. Firm and Individual Qualifications.
 - A. Firms Background – Provide description of firm and years of operation.
 - B. Project Team – Provide a description of the project team organization including an organization chart, if there will be a different project team for each project this must be indicated in the submission.
 - C. Project Team Qualifications - Provide qualifications and experience of key project team personnel.
 - D. Firm Qualifications - provide descriptions of a minimum of five similar projects completed within the last ten years. Indicate status of the projects (completed or ongoing), client references, and involvement of proposed project team staff.
 - E. Warren County Experience – provide description of past and current projects performed for the County.
2. Geographic Information.
 - A. Number and location of offices in or near Ohio.
 - B. Location of office where this project will be performed.
3. Capacity to perform the work.
 - A. Size and availability of staff.
 - B. Projects in progress.

4. Project Approach
 - A. Familiarity and Understanding of Project
 - B. Project Approach
 - C. Proposed Scope
 - D. Proposed Schedule

5. Insurance
 - A. Documentation of firm's Professional Liability Insurance Policy.

Please demonstrate your qualifications to perform the work and your experience with similar projects. Provide a list of five (5) similar projects in last ten (10) years. Submittals shall be limited to ten (10) pages in length excluding appendices, resumes, company brochures, and the like.

REQUIRED QUALIFICATIONS

Any company providing, or offering to provide, engineering or surveying services for the Warren County Water & Sewer Department must have a Certificate of Authorization from the State of Ohio Board of Registration for Professional Engineers and Surveyors. The legal requirements for registration are specified in Ohio Revised Code Section 4733.16 and Ohio Administrative Code Section 4733-39.

Prior to the commencement of any work, Consultant shall obtain and maintain in force at its sole cost and expense, Comprehensive General or professional liability and Automobile Liability Insurance (covering use of owned, non-owned, or hired vehicles) providing single limit coverage of One Million Dollars (\$1,000,000) per occurrence Two Million Dollars (\$2,000,000) aggregate, with no interruption of coverage during the entire term of the Agreement.

Consultant shall carry statutory worker's compensation insurance and statutory employer's liability insurance as required by law and shall provide County with certificates of insurance evidencing such coverage simultaneous with the execution of the Agreement.

**HUNTER SEWER SYSTEM IMPROVEMENTS
SUBMITTAL REVIEW**

Name of Design Firm _____

Reviewer _____

CRITERIA	RATING*	WEIGHT	RATING
1. Firm & Individual Qualifications			
Firm's background & experience on similar projects	X	4	=
2. Proximity to Project Site	X	1	=
3. Capacity to Perform Work			
Firm's equipment & facilities	X	2	=
4. Approach to Project			
Organization of approach	X	4	=
Schedules & deadlines	X	2	=
5. Past Performance with Warren County	X	2	=
6. Familiarity with Project	X	4	=
7. Errors & Omissions Insurance Experience	X	1	=
TOTAL RATING=			

* Rating for all but #5 are as follows:
 1 = Poor 2 = Fair 3 = Average 4 = Good 5 = Excellent

Rating for #5:
 1 = Poor 2 = Fair 3 = Average 4 = Good or No Experience 5=Excellent

Hunter Sewer System Improvements

BACKGROUND

In 2003, Warren County constructed sanitary sewers throughout the unincorporated Hunter Area providing service to nearly 800 customers. The sewer improvements totaled over \$9.5 million and included the construction of gravity sewers, Dicks Creek sanitary lift station, Todd Road sanitary lift station, Rose Marie sanitary lift station, SR 122 sanitary lift station and associated forcemains. The Todd Road sanitary lift station conveys flow through 1,500 feet of 4-inch forcemain located along Todd and Sterling Road. Flow from the forcemain discharges into an 8-inch gravity sewer that makes its way, via Dick's Creek lift station, and gravity sewers to the Franklin Regional Wastewater Treatment Plant. The Dick's Creek sanitary lift station conveys flow through 2.1 miles of 16-inch forcemain located along Shaker Road. Flow from the forcemain discharges into a 21-inch gravity sewer that eventually makes its way, via the county gravity sewer and City of Franklin gravity sewer to the Franklin Regional Wastewater Treatment Plant.

A map containing the boundary for the sewer system is included in **Figure 1**.

This portion of Franklin Township has experienced steady residential growth over the past twenty years. The County serves approximately 1,100 sewer customers and registers between 10 and 20 new customer accounts each year. This area has two active residential developments including, Wilson Farms and Trails of Greycliff subdivisions that when fully constructed will add an additional 230 homes to the service area.

Dick's Creek Lift Station

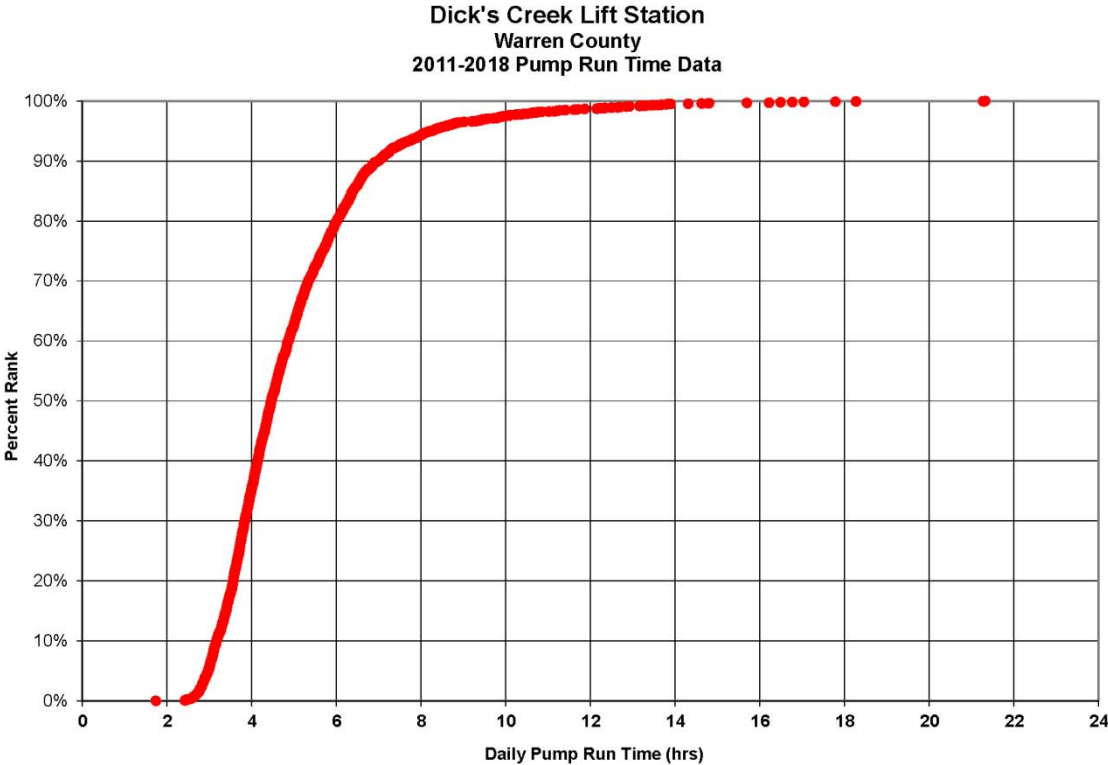
The Dick's Creek Lift Station, located at 4143 Shaker Road, was designed and constructed as part of Contract I of the Hunter Sewer Improvement Area. The lift station was constructed with a 22,000 gallon wet well that contains two submersible pumps, an Ebara 150DSC4CC, 120hp pump and an Ebara 150DSC4HO, 75 hp pump with capacities of 1,880 and 1,440 gallons per minute (gpm), respectively. Flows enter the wet well from the west through a 24-inch PVC gravity sewer influent pipe. Flow leaves the lift station to the east through a 16-inch ductile iron force main.

Todd Road Lift Station

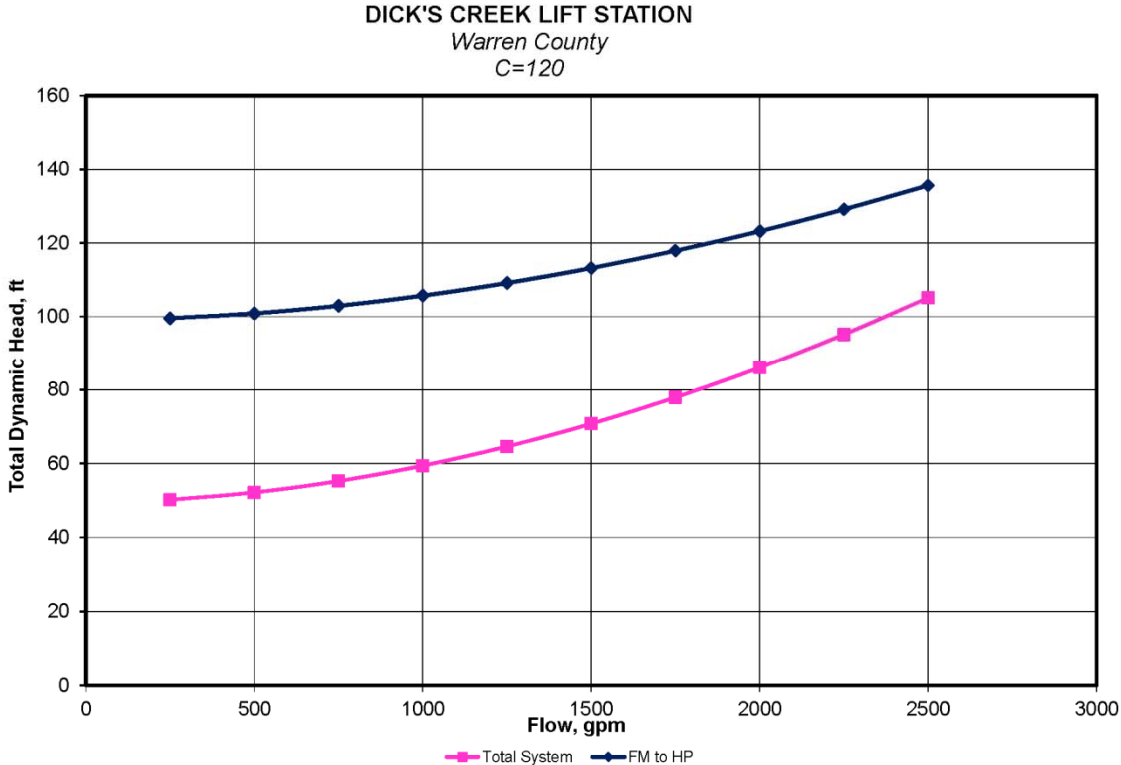
The Todd Road Lift Station, located at 5186 Todd Road, was designed and constructed as part of Contract III of the Hunter Sewer Improvement Area and serves parts of the Crystal and Sterling Heights subdivisions in Hunter. The Todd Road Lift Station was constructed with a 4,000 gallon wet well that contains a 10 hp and a 7.5 hp submersible pump, with capacities of 125 and 90 gpm. Flow enters the wet well through an 8-inch gravity sewer pipe from the south and exits the lift station through a 4-inch ductile iron force main.

Existing Conditions

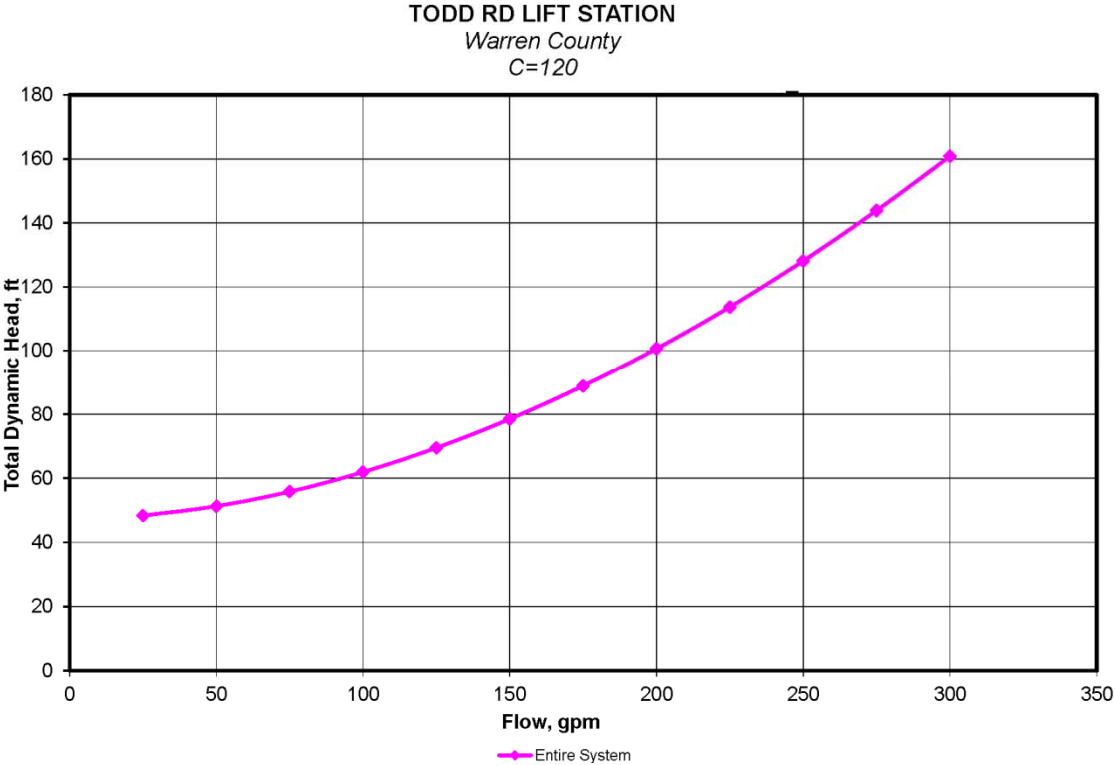
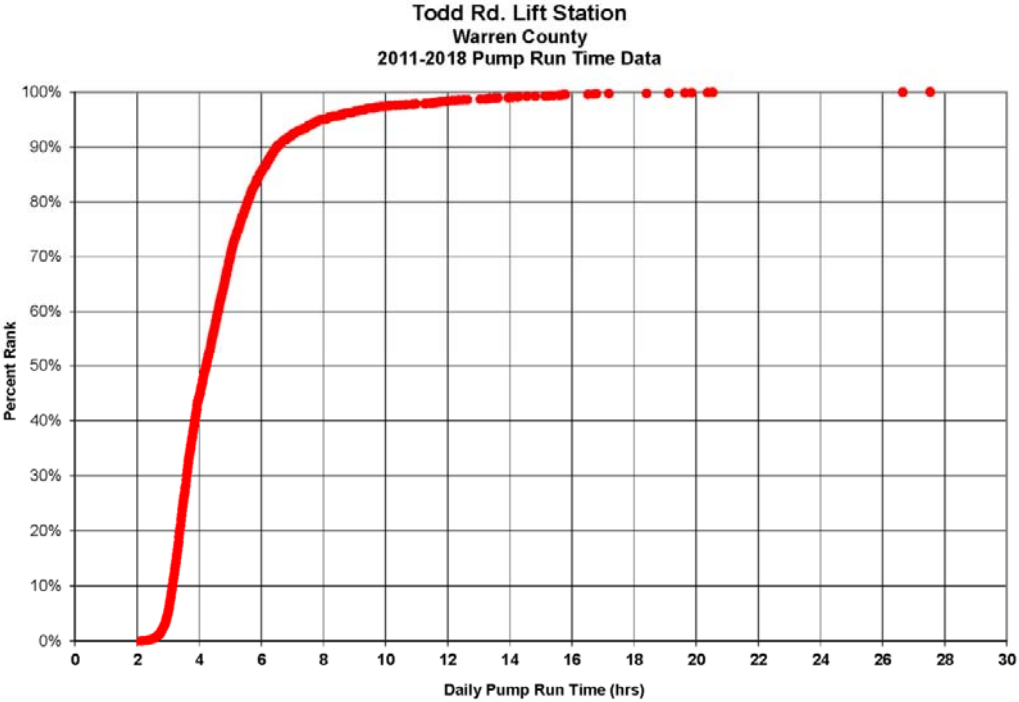
There are several limiting factors for the upgrades to Dick's Creek Lift Station. The existing force main, wet well, receiving manholes and receiving treatment plants are all factors. Our upgrades focus on maximizing existing conditions as well as allowing downstream components to handle flows. Below is a graph of the existing pump run times.



The County estimates that the forcemain could convey over 4.3 million gallons per day; however ultimate build out projections, existing wet well conditions and downstream constraints will likely limit our pump picks to a range of 1700-1900 gpm. Below is the system curve for the Dick's Creek System.



The upgrades to Todd Road Lift Station are needed due to existing run times and potential buildout. We anticipate a need for 2 ~ 250 gpm pumps based on ultimate build out and maintaining velocities below 7.0 feet per second (fps). A graph of the current run times and system curve is below.



The County seeks to hire a professional engineering consultant to design both of these lift station improvement in the Warren County Sewer District

REQUIRED SERVICES

The scope of work shall be limited to the preparation of design drawings and specifications with no bidding or construction services. The following services to be provided may include, but are not limited to, the below items:

Hunter Sewer System Improvements

Dick's Creek Lift Station

- QA/QC County's forecasted flows and hydraulic calculations.
- Installation of 3 ~ 120 hp submersible pumps into existing wet well, confirm wet well size. (Well currently has 1 ~ 120 hp and 1 ~ 75 hp pump)
- Installation of 2 ~ pressure transducers, 2 ~ floats, and discharge pressure gauges.
- Installation of new check valves.
- Installation of new control panel with 3 ~ 150 hp VFDs and Precision Digital controls.
- Pumps should be able to run in Hand-Off-Auto.
- Installation of new Mission Controls unit.
- Analyze existing generator and design upgrades if necessary.
- New HVAC unit in Control Building.
- Installation of flow meter on forcemain.
- Analyze power requirements from Duke Energy.
- Installation of awning/carport off existing control building.
- Evaluation and potential replacement of air release valves on forcemain

Todd Road Lift Station

- Installation of 2 ~ 15 hp submersible pumps, 2 ~ pressure transducers, and 2 ~ floats,
- Installation of new discharge elbows.
- Drainage improvements