

## **Legal Notice City of Independence**

Notice is hereby given to any interested professional engineers and surveyors, that the City Engineer is seeking qualification statements and/or seeking to update their existing Statements of Qualifications from firms or individuals for providing professional consulting services including general municipal services, design, surveying, construction observation/resident representation, and construction management services pursuant to Sections 153.64 to 153.71 of the Ohio Revised Code. Qualification Statements shall be in accordance with the "Guidelines for Qualification Statements" document which may be viewed and obtained at the office of Donald J. Ramm, P.E., City Engineer, 6335 Selig Drive, Independence, Ohio 44131 and downloaded from the City of Independence website, [www.independenceohio.org](http://www.independenceohio.org), click on Building/Zoning.

Qualification Statements shall be received by the City Engineer at the above address. Updated sections should be submitted in a convenient format to be inserted in the individuals' or firms' previous submittal. While qualifications will be accepted at any time, they should be provided by January 22, 2010 to ensure that they will be evaluated for consideration of work to be contracted in 2010 and 2011.

Attention is also directed to all responding firms that pursuant to Ohio Revised Code Sections 307.86 and 307.87, effective September 26, 2003, this notice will be published one time only, with the condition that this notice has been posted on the City's Internet site on the worldwide web and found at <http://www.independenceohio.org>

By order of the City Engineer for Independence, Ohio

Donald J. Ramm, P.E.

Publish One Time: Cleveland Plain Dealer January 10, 2010

**QUALIFICATIONS BASED SELECTION  
FOR  
PROFESSIONAL SERVICES**

**GUIDELINES FOR QUALIFICATION STATEMENTS**

**INDEPENDENCE, OHIO**

**JANUARY 2010**

**PREPARED BY:**

**DONALD J. RAMM, P.E.**

**CITY ENGINEER**

## **QUALIFICATION STATEMENT**

The City of Independence requests professional design firms interested in providing professional services for Independence projects to submit a statement of qualifications pursuant to Section 153.65 to 153.71 of the Ohio Revised Code. Notice of this request will be published in the Plain Dealer newspaper and will be sent directly to firms known to have a direct interest in providing such services. The qualification statements submitted will be kept on file and evaluated for design requirements when the City of Independence is planning to contract for professional design services.

Qualification statements will be accepted at any time from any professional design firm or person legally engaged in rendering professional engineering and surveying services. The City Engineer will send out bi-annual request to update qualification statements which are on file.

Qualification statements will contain information requested on the copies of the attached Qualification-Based Selection Statement Criteria Sheet. Two (2) Qualification statements shall be submitted. Any Qualification Statements, submitted without all requested information or not updated upon request will be reason to deem a firm or individual unqualified.

**CITY OF INDEPENDENCE  
QUALIFICATIONS-BASED SELECTION  
STATEMENT CRITERIA**

1. Provide a brief history of the firm. Include year established, type of organization and information pertaining to major areas of expertise.
2. Provide resumes for key personnel of the firm and list the number of employees by classification. Identify the primary key person in your firm to be contacted regarding qualification-based selection.
3. List clients and representative projects worked on during the last five years with an emphasis on municipal work. Provide a brief description and relative size of each project.
4. Provide a copy of a current ODOT technical pre-qualification letter. If not pre-qualified with ODOT, so indicate on the statement.
5. Provide information regarding insurance carried by the firm.
6. Provide information regarding the type of computer hardware and software.
7. Complete and include the “Statement of Qualifications for Professional Services Summary Sheet”.
8. Sign and include the Anti-Terrorism form in accordance with ORC section 2909.33 and the Ohio Division of Homeland Security.
9. Sign and include Conflict of Interest form in accordance with ORC section 3517.
10. Provide any further information which may be helpful for the City of Independence to determine the qualifications of the firm.
11. Limit Qualification statements to 30 pages including three summary sheets.

**City of Independence  
Engineering Department**

**Statement of Qualifications for Professional Services  
Summary Sheet**

Name of Firm: \_\_\_\_\_ Date: \_\_\_\_\_

Contact Person and Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Web Page: \_\_\_\_\_

Please check all the services that your firm can provide and check the appropriate box if your firm is ODOT pre-qualified to provide such services.

<b>Engineering Categories</b>	<b>Service Provided</b>	<b>ODOT Pre-Qualified</b>
Non-complex Roadway Design	<input type="checkbox"/>	<input type="checkbox"/>
Complex Roadway Design	<input type="checkbox"/>	<input type="checkbox"/>
Safety Studies	<input type="checkbox"/>	<input type="checkbox"/>
Right-of-Way Plan Development	<input type="checkbox"/>	<input type="checkbox"/>
Level 1 Bridge Design	<input type="checkbox"/>	<input type="checkbox"/>
Level 2 Bridge Design	<input type="checkbox"/>	<input type="checkbox"/>
Level 3 Bridge Design Elements	<input type="checkbox"/>	<input type="checkbox"/>
Minor Bridge Inspection	<input type="checkbox"/>	<input type="checkbox"/>
Major Bridge Inspection	<input type="checkbox"/>	<input type="checkbox"/>
Underwater Bridge Inspection	<input type="checkbox"/>	<input type="checkbox"/>
Geotechnical Engineering Services	<input type="checkbox"/>	<input type="checkbox"/>
Geotechnical Testing Laboratory	<input type="checkbox"/>	<input type="checkbox"/>
Basic Traffic Signal Design	<input type="checkbox"/>	<input type="checkbox"/>
Traffic Signal System Design	<input type="checkbox"/>	<input type="checkbox"/>

**Engineering Categories****Service  
Provided****ODOT  
Pre-Qualified**

Limited Lighting Design	<input type="checkbox"/>	<input type="checkbox"/>
Complex Lighting Design	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Document Preparation – EA/EIS	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Document Preparation – CE	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Document Preparation – 4(f)	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Ecology Survey	<input type="checkbox"/>	<input type="checkbox"/>
Terrestrial Ecology Survey	<input type="checkbox"/>	<input type="checkbox"/>
Wetland Delineation	<input type="checkbox"/>	<input type="checkbox"/>
Wetland Mitigation	<input type="checkbox"/>	<input type="checkbox"/>
Waterway Permits	<input type="checkbox"/>	<input type="checkbox"/>
Air Quality Analyses	<input type="checkbox"/>	<input type="checkbox"/>
Noise Analyses and Abatement Design	<input type="checkbox"/>	<input type="checkbox"/>
Archaeological Investigations	<input type="checkbox"/>	<input type="checkbox"/>
History/Architectural Investigations	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Site Assessment Screening	<input type="checkbox"/>	<input type="checkbox"/>
Phase I Environmental Site Assessment	<input type="checkbox"/>	<input type="checkbox"/>
Phase II Environmental Site Assessment	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Site Assessment Remedial Design	<input type="checkbox"/>	<input type="checkbox"/>

**Right-of-Way Categories****Service  
Provided****ODOT  
Pre-Qualified**

Project Management	<input type="checkbox"/>	<input type="checkbox"/>
Title Search	<input type="checkbox"/>	<input type="checkbox"/>
Value Analysis	<input type="checkbox"/>	<input type="checkbox"/>
Appraisal	<input type="checkbox"/>	<input type="checkbox"/>
Appraisal Review	<input type="checkbox"/>	<input type="checkbox"/>

**Right-of-Way Categories**

Negotiation

**Service  
Provided****ODOT  
Pre-Qualified**

Closing

Relocation

Relocation Review

**Construction Categories**

Construction Inspection

**Service  
Provided****ODOT  
Pre-Qualified**

N/A

Construction Materials Testing

N/A

Construction Administration

N/A

**Miscellaneous Design, Inspection, and Survey  
Categories**

Roundabouts

**Service  
Provided****ODOT  
Pre-Qualified**

N/A

Storm Water Management

N/A

Pavement Condition Assessment

N/A

Field Surveying

N/A

Bridge Load Rating

N/A

Other (list as necessary)