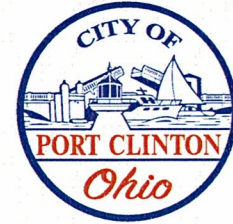


CITY OF PORT CLINTON

City Offices



Selection of firm(s) will proceed in the following manner:

The City will review and evaluate the statements of the qualifications filed. Evaluation criteria include, but are not limited to:

1. Specialized experience or technical expertise of the firm and its personnel in connection with roadway water distribution and wastewater and storm water collection systems
 - a. Past record of performance on contracts with City of Port Clinton and other clients, including quality of work timeliness and cost control
 - b. Capacity of the firm to perform work within time limitations, taking into considerations the current and planned workload of the firm
 - c. Experience of the firm in working on USDA, EPA , RD, CDBG, EDA and OWPC funded projects
 - d. Familiarity and experience with the City
 - e. Negotiations will begin with the top candidate selected. If negotiations are not successful, the City will begin negotiations with the candidate rated second, etc.
2. Upon completion of successful negotiations, a contract, including a schedule for delivery of services, will be executed with the City of Port Clinton.

Interested firms should provide City of Port Clinton with the following information:

1. A description of the proposed technical approach and steps to be taken
2. Management and staffing: staffing configurations and individuals allocated to the project(s); Identify specific personnel who will be dedicated to the project(s) beginning with management through technicians
3. A description of the firm's related experience and individuals; experience, familiarity with the area and past work experience with the USDA, OEPA, EDA, CDBG and OPWC programs
4. Timeliness of the firm with availability of staffing
5. Copies of similar projects from other communities where similar services were performed
6. References of other communities where similar services were performed including name and telephone number of contact person
7. Location of offices(s) in the State of Ohio

Firms are invited to submit three (3) copies of your qualification statements to be received no later than Thursday, March 12, 2020 by 12:00 pm. Qualifications statements received after this date and time will not be considered.

Tracy Colston
Safety-Service Director