

LEGAL NOTICE

The City of Tiffin is soliciting letters of interest for engineering planning for an Inflow Reduction Project within CSO Basins 18, 19, 23, 33 & 37 as identified within the City of Tiffin's Integrated Long Term Control Plan Update dated January 31, 2017. The contract for this project will require the selected consultant to manage all facets of planning for this project including but not limited to CCTV, field investigation, smoke testing, dye testing and development of a Basis of Design Report that will include field investigation results with design alternatives and construction estimates. The consultant will also be required to attend monthly progress meetings throughout the planning process. A copy of the City of Tiffin's Integrated Long Term Control Plan Update dated January 31, 2017 can be obtained from the City of Tiffin Engineer. The City of Tiffin will authorize the consultant to begin providing services by April 2024. The City requests the submission of the Basis of Design Report by December 31, 2024. The City of Tiffin intends to apply for WPCLF funding for this project, thus, the project needs to comply with WPCLF program regulations. The City of Tiffin will directly select a consultant based upon the Letter of Interest (LOI), which should be no more than ten pages in length (not including the cover letter). Letters of Interest shall include the following: 1) Provide a list of the prequalifications obtained by the prime consultant 2) List significant subconsultants, their prequalification categories and the percentage of work to be completed by each subconsultant. 3) List the Project Manager and other key staff members, including key subconsultant staff. Include project engineers for important disciplines and staff members that will be responsible for the work, and the project responsibility of each. Address the experience of the key staff on similar projects. 4) Describe the capacity of your staff, and their ability to perform the work in a timely manner, relative to the present workload, and the availability of the assigned staff. 5) Provide a description of your Project Approach, not to exceed two pages in addition to the 10 page total. Questions should be directed to Matt Watson, P.E., P.S., CPESC City Engineer for the City of Tiffin. The Consultant Selection Rating Form can be obtained from the City Engineer by email at mwatson@tiffinohio.gov. Firms interested in being considered for selection should respond by submitting an electronic copy of the LOI to the City of Tiffin Engineer via email at mwatson@tiffinohio.gov by 3:00 p.m. on Friday, March 1, 2024.