

Request for Qualifications (RFQ)

**FOR ENGINEERING SERVICES – 2026 WATER AND SEWER PROJECTS **

City of Belpre

Belpre, Ohio 45714

RFQ No. 2026 - 1

Issued: May 12, 2025

1. Project Overview

The City of Belpre Water and Sewer Department is requesting Statements of Qualifications from qualified engineering firms to provide professional services for various **water and sewer infrastructure projects anticipated in 2026**.

Belpre, Ohio is seeking to identify **up to three (3) firms** with which the City may negotiate and potentially enter into contracts for design, permitting, and construction-related engineering services. Selection does **not guarantee** a contract award; however, selected firms will be prioritized for upcoming projects based on qualifications, availability, and performance.

2. Scope of Services

Projects may include, but are not limited to:

- Waterline extensions, replacements, and rehabilitations
- Sewer collection system improvements and rehabilitations
- Pump station upgrades and new installations
- Water and wastewater treatment plant improvements and optimization
- General engineering support, including planning, environmental documentation, permitting, surveying, and construction administration

Firms should demonstrate the ability to deliver **detailed design plans and specifications within accelerated timelines** to support grant or loan application schedules and construction readiness.

3. Firm Qualifications

The City is particularly interested in **small to mid-sized firms** that can:

- Provide personalized service and maintain The City of Belpre as a high-priority client
- Quickly mobilize to meet short turnaround deadlines
- Demonstrate a history of efficient project delivery and quality technical work

- Provide references to your abilities
- Show experience with state and federally funded water and sewer projects, including, but not limited to, WSRLA/WPCLF, ARC, OWDA, and CDBG programs.
- Offer a collaborative approach with City, staff, partners and funding agencies

4. Statement of Qualification Requirements

Firms interested in being considered shall submit a concise Statement of Qualifications (SOQ) including:

- 1) **Cover Letter** Introduce your firm and summarize key strengths relevant to this RFQ.
- 2) **Firm Overview** Include size, office locations, and staff capabilities.
- 3) **Relevant Project Experience** Highlight recent (past 5 years) water and sewer projects of similar size and scope.
- 4) **Project Team** Provide resumes of key personnel likely to be assigned.
- 5) **Project Approach and Availability** Describe your firm's process for managing projects efficiently and ensuring responsiveness to the County.
- 6) **References** From clients for comparable work.

5. Evaluation Criteria

Submittals will be evaluated based on the following criteria:

- Relevant experience with municipal water and sewer projects
- Qualifications and experience of key personnel
- Demonstrated ability to meet schedules and deliver high-quality work
- Availability and responsiveness
- Past performance and client references including working with City of Belpre and Washington County Ohio Water

Following evaluation, the City will identify up to **three (3) firms** for potential contracting opportunities. The City reserves the right to request additional information, conduct interviews, or reject any or all submissions.

6. Submission Deadline

Statements of Qualifications must be received no later than **4:00 PM May 29, 2026**.

Please send 4 hard copies and one electronic copy (PDF) of qualification submittals to the address below

City of Belpre

Attn: Mayor Susan Abdella

715 Park Drive Belpre Ohio 45714

Mayor@cityofbelpre.com

Late submissions will not be considered.

7. Submission Instructions

Following evaluation, City of Belpre may schedule shortlist firms for interviews prior to final selection. The top-ranked firm will be invited to negotiate a contract for professional services in accordance with Ohio Revised Code §153.65–153.71 (Qualifications-Based Selection).

8. General Information

- The City reserves the right to reject any or all submittals, waive informalities, and select the firm deemed most qualified and responsive.
- All costs incurred in preparing a response shall be the responsibility of the submitting firm.