REQUEST FOR TECHNICAL PROPOSALS
Northstar Ductile Iron Sewer Main Assessment & Design Project

INTRODUCTION

Delaware County seeks a professional engineering firm to provide design, bidding, and technical services for the Northstar Ductile Iron Sewer Main Assessment & Design Project. The Delaware County Regional Sewer District (DCRSD) will accept Technical Proposals until **2:00 pm (EST) on Thursday, July 30, 2026,** at its office, 1610 State Route 521, Delaware, Ohio 43015. Proposals submitted after the date and time due will not be considered.

The deadline for submitting questions regarding the proposal is 4:00 p.m. (EST) on Wednesday, July 22, 2026. Questions should be directed to Ben Nowicki via email at bnowicki@co.delaware.oh.us. DCRSD will post written addenda on its website at https://regionalsewer.co.delaware.oh.us/rfp/ in response to any questions that DCRSD considers necessary to answer for clarification purposes. Oral statements may not be relied upon and will not be binding or legally effective.

This project consists of field investigations, preliminary engineering, detailed design, and services during bidding and construction for the repair or replacement of up to 3,795 LF of ductile iron sanitary sewer located along Wilson Rd., Sunbury, OH. This sewer has repeatedly developed gusher infiltration defects in 2016, 2023, 2024, 2025, and 2026. The most recent gusher is contributing an estimated 54,000 gpd, nearly 40% of the service area's flow. Notably, each gusher has been located in the bottom half of the pipe, approximately 3 inches from the joint. The resulting groundwater infiltration impacts the Northstar pump station, water reclamation facility, and downstream effluent pond. The following is a brief history of the observed gusher infiltration defects and repair efforts:

- 2016 – An infiltration gusher was found 21 feet downstream of MH 38. An open-cut repair replaced a single pipe segment.
- 2023 – An infiltration gusher was found between MH 36 and MH 35. A contractor installed a partial liner to address the leak. Six weeks later a new gusher was discovered between MH 38 and MH 37.
- 2024 – A second infiltration gusher was discovered between MH 38 and MH 37. In March 2024, a contractor installed a cured-in-place pipe (CIPP) liner using steam to address both leaks. The liner failed during installation, forming a "lift" or "fin." To repair the failed liner, the contractor cut and removed the liner and installed overlapping partial liners in that section. A second full-length CIPP liner was then installed to seal the remaining pinhole leaks.
- 2025 – An infiltration gusher was found again between MH 38 and MH 37, along with another liner failure, a severe lift at 267 feet downstream of MH 38. In August 2025, the contractor cut

and removed the failing liner. During inspection, another gusher was discovered upstream between MH 39 and MH 38.

- 2026 – The contractor installed full-length UV-cured CIPP liners in the two segments between MH 39 and MH 37. Shortly after the work was completed, two new infiltration gushers were discovered in an upstream pipe located between MH 40 and MH 39.

DCRSD has posted on its website at https://regionalsewer.co.delaware.oh.us/rfp/ an Attachment A with additional information about the project location and included sewers.

PROJECT OBJECTIVES AND SCOPE

This project has been divided into two Phases. Phase 1 services will be included in the initial Contract negotiations. Phase 2 work may depend on, or require modification based on, the results and findings of Phase 1. Therefore, DCRSD intends to request the Phase 2 scope and fee as an amendment to the executed Contract for the Phase 1 work at a future date and time. However, the submitted proposals will be evaluated on the Consultant's qualifications and ability to successfully complete the work for both Phases.

The scope of services described below is intended to be illustrative and may be modified or adjusted by the Consultant. The Consultant should identify and discuss any proposed additions or deletions to the scope within their project approach and provide supporting rationale.

Phase 1

The primary objective of Phase 1 is to design and assist with bidding for improvements to replace the sections of DIP between structures MH 40 and MH 39 that are currently affected by two active infiltration gushers. A secondary objective of Phase 1 is to conduct investigative data collection and analysis during the design and construction process to support future Phase 2 activities.

As part of Phase 1, the selected Consultant shall collect additional information that may not be necessary for design or construction activities, but may assist in evaluating potential root causes of the DIP failures. Data collection efforts may occur during initial site investigations and/or through additional investigative tasks incorporated into the design and construction process.

A Technical Memorandum shall be prepared documenting the findings of the Phase 1 investigative efforts. The memorandum shall discuss the investigative tasks performed, provide supporting documentation (photographs, videos, laboratory results, etc.), identify suspected causes of the DIP failures where possible, and provide recommendations for future investigations that may be best suited to evaluate the remaining DIP installed in 2007.

As part of Phase 1, the selected Consultant shall organize and facilitate an in-person meeting to present and review potential assessment technologies and approaches to be considered in the Phase 2 assessments. The meeting shall conclude with a recommendation regarding the preferred investigative and assessment technologies to be performed during Phase 2 activities. Based on the results of Phase 1, DCRSD reserves the right to modify, defer, or eliminate portions of the Phase 2 scope.

Phase 2

DCRSD has concerns regarding the long-term integrity of the DIP installed in 2007 based on previously identified failures. Therefore, the objectives of Phase 2 are to evaluate both the section of DIP replaced under Phase 1 and the remaining in-place DIP installed in 2007, determine the potential causes of known failures, and develop a cost-effective strategy, if warranted, for future rehabilitation, repair, or replacement.. The Consultant should consider opportunities during construction to recover, preserve, inspect, and evaluate removed pipe materials, joints, bedding, backfill, and surrounding soils to assist in determining potential root causes of the observed failures.

The Phase 2 scope may include geotechnical, soil, and groundwater investigations; survey and easement descriptions (as needed); detailed design; permitting; and bidding and construction services. Investigations may include evaluation of soil conditions, groundwater conditions, corrosion potential, and other environmental factors affecting long-term pipe performance.

The evaluation of the structural integrity of the remaining in-place DIP will be informed, in part, by the findings and recommendations documented in the Phase 1 Technical Memorandum. DCRSD currently possesses closed-circuit television (CCTV) data for all DIP installed parallel to Wilson Road; however, not all pipe segments have been inspected. Nine (9) of the fourteen (14) pipe segments have CCTV records collected between June 2023 and July 2025. To date, these inspections have not identified additional significant concerns within the installed DIP segments.

Following completion of Phase 1, the Consultant shall evaluate existing CCTV, available references and publicly assessable data sources (ODNR water well records, geologic and soil data, and other relevant environmental and infrastructure databases), observed conditions from Phase 1, and perform the recommended investigative and assessment technologies chosen in the in-person meeting from Phase 1.

The Consultant shall prepare a summary of findings from the investigation and assessment, along with an evaluation of alternatives (i.e. replacement strategies) based on the available data. Alternatives should consider the anticipated effectiveness, constructability, potential risks, relative cost, permit requirements, and impacts to ongoing operations. The alternative strategies should include a range of options for immediate implementation to a phased implementation plan over a longer time period.

It is anticipated that detailed design services will be needed for the selected alternative strategy. The design services may be for one larger complete project, or several smaller projects that are spread out over a period of time. Either way the Consultant will perform all work necessary to create a complete set of construction plans, supplemental specifications, bid items and quantities, and final engineer's estimate for the full project. During bidding, the Consultant shall evaluate bidder questions and prepare all necessary addenda. Services performed during construction will be negotiated at a future date and time with the selected Consultant.

OVERVIEW OF PROCESS

DCRSD uses a Qualifications Based Selection Process conforming to the requirements of Ohio Revised Code Sections 153.65 to 153.71. The process is as follows:

CONTENT OF CONSULTANT'S RESPONSE

A firm's proposal response shall include, but is not limited to, the following:

1. Company Name and background on company.

2. Identification of contract that proposer wishes to be considered for.

3. Names and experience of key personnel that will be assigned to perform the services. Provide organizational chart for the proposed project team. Provide resumes for the key project staff members (2 page maximum per resume).

4. List of completed projects for DCRSD and/or similar to the proposed project in which the team is wishing to be considered for and has previously participated in; include detailed information in project description and key personnel. Firms should identify experience involving failure analysis, condition assessment, rehabilitation, or replacement of buried utility infrastructure.

5. A description of the firm's project strategy, including:

    a. Understanding of the project
    b. Keys to a successful project
    c. Innovative and cost savings ideas for the project.

6. Project Schedule indicating the time frame for work tasks, review time, milestones, etc.

7. Three (3) public or private agency references to contact regarding the firm's past performance, preferably on similar projects.

One (1) original and three (3) copies of the proposal are to be submitted for evaluation, along with a PDF copy of the proposal on a flash drive. There is a fifteen (15) page limit on the proposal, including resumes. Cover letters will not be included in the page limit. A page is one side of a sheet of paper.

EVALUATION

The Proposal Evaluation Committee shall be determined by the Director or his/her designee. Each member of the Proposal Evaluation Committee shall evaluate all firms. Individual evaluations shall be combined into a consensus evaluation. The average score for each of the criteria shall be totaled for a composite score.

EVALUATION CRITERIA

The Proposal Evaluation Committee shall evaluate the proposals based on the following criteria:

Experience, technical training and education of the personnel assigned to perform the work	10 POINTS
Competence to perform the required services as indicated by past projects	20 POINTS
Project Understanding and Strategy	15 POINTS
Project Schedule	5 POINTS
TOTAL POINTS	**50 POINTS**

Prior to completing evaluations, the Proposal Evaluation Committee may request revisions or clarification of the proposals, provided the same opportunity to revise or clarify is given to all firms.

If the Proposal Evaluation Committee feels that the scoring process listed above is sufficient to determine the highest ranked firm, DCRSD may proceed to consultant recommendation.

If the Proposal Evaluation Committee feels that interviews are necessary to determine the highest ranked firm following the scoring evaluations, the Proposal Evaluation Committee may require them. DCRSD reserves the right to limit the number of firms to be interviewed. If required, the interview process will consist of a panel discussion between DCRSD and members of the Consultant project team identified by DCRSD. A formal interview presentation will not be required.

Following the interviews (if required), the Proposal Evaluation Committee will evaluate the firms to determine a final ranking.

CONSULTANT RECOMMENDATION

Once the Proposal Evaluation Committee has evaluated all proposals, conducted the short-listed firm interviews (if required), and ranked the firms, the committee shall prepare a letter notifying each firm of its findings. DCRSD may then enter into contract negotiations with the highest ranked firm.

FINAL CONTRACT NEGOTIATIONS AND AWARD

DCRSD shall establish the proposed terms and scope of services for the project's contract. Should the negotiations with the highest ranked firm be unsuccessful, then they shall be terminated and negotiations shall begin with the next highest ranked firm. This process shall continue until a contract is successfully negotiated. If all of the negotiations are unsuccessful, all of the firms that submitted proposals will be notified that the selection process has been terminated. DCRSD reserves the right to terminate the final negotiations at its discretion.