

REQUEST FOR TECHNICAL PROPOSALS

West Branch Alum Creek Interceptor Upsizing Project

INTRODUCTION

Delaware County is soliciting proposals from qualified professional engineering firms to provide design and technical services for the West Branch Alum Creek Interceptor Upsizing Project. The Delaware County Regional Sewer District (DCRSD) will receive Technical Proposals at its office, 1610 State Route 521, Delaware, Ohio 43015, until **2:00 pm (EST) on Friday, October 16, 2026**. Proposals received after the date and time due will not be considered.

All questions about the proposals or the project should be directed to Julie McGill by email at jmcgill@co.delaware.oh.us. To receive consideration, questions must be received no later than 2:00 p.m. (EST) on Tuesday, October 6, 2026. 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.

PROJECT LOCATION AND DESCRIPTION

This project consists of preliminary and final design, environmental assessments, permitting, easement descriptions, and bidding and construction phase services for the West Branch Alum Creek Interceptor Upsizing Project.

The West Branch Alum Creek Interceptor is a 21-inch reinforced concrete sanitary sewer constructed in 1976. The County's 2017 Sanitary Sewer Master Plan recommended upsizing the 21-inch sewer to a 30-inch sewer to convey increased flows from development and the County's upgraded Peachblow Pump Station. The upsized sewer was to begin downstream of the Peachblow Pump Station force main discharge and end at the existing 30-inch sewer east of Bale Kenyon Rd. Using an updated SWMM model, the County has since determined that the downstream portion of the 21-inch sewer south of the Alum Creek Dam has sufficient slope and capacity to convey the increased flows. **Figure 1** shows the portion of the 21" sewer that this project will address. DCRSD does not anticipate additional hydraulic modeling or flow monitoring to be required as part of this project.

In addition to hydraulic capacity, this project will also address severe hydrogen sulfide (H₂S) corrosion in the existing 21" sewer. A closed-circuit televised (CCTV) inspection performed in 2021 found corrosion along the entire length of the sewer to be upsized, plus an additional 688 linear feet downstream. The corrosion is related to H₂S from the Peachblow force main and a private 6" force main serving the Alum Creek State Park beach area. The County performed a screening-level inspection of the manholes in 2023 to 2025 and found light corrosion in one manhole. If the existing sewer remains, the pipes will require rehabilitation to address the surface damage and loss of pipe material from corrosion.

At the north end of the project, the existing sewer is located within a heavily-wooded 20-foot permanent easement on federal land. The middle portion is located within the right of way along the west side of Lewis Center Road where a relatively new bike path has been built. The downstream portion is within a 20-foot permanent easement on private property.

To address both the hydraulic capacity and corrosion, the County anticipates that some combination of replacement sewer, relief sewer, force main extension, and/or sewer rehabilitation will be needed. The consultant's approach should include an alternatives evaluation with recommended improvements.

EXISTING DOCUMENTS

DCRSD will provide existing record drawings and easements, GIS data, hydraulic model results, and CCTV videos of the project area to the selected firm during development of the project scope and fee. As-built drawings of the 21" West Branch Alum Creek Interceptor and the 20" Peachblow force main are on the District's website at the following link: <https://regionalsewer.co.delaware.oh.us/rfp/>.

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 PROFESSIONAL ENGINEERING FIRM'S RESPONSE

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

1. Company name, address, and telephone number.
2. Name and contact information of responsible firm member /project manager.
3. Names, qualifications, and experience of key personnel (including all subconsultants) 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) and detailed information on these individuals so as to indicate their availability to work on the project.
4. List of completed projects similar to the proposed project in which the team has participated in. Include detailed information in project description and key personnel.
5. A description of the firm's project approach, including:
 - a. Understanding of the project
 - b. Technical approach
 - c. Keys to a successful project
 - d. Innovative and cost saving 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 four (4) copies of the proposal are to be submitted in hardcopy format, 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 15-page limit. A page is one side of a sheet of paper.

EVALUATION

The Proposal Evaluation Committee shall be determined by the Director or their 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 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	15 POINTS
Competence to perform the required services as indicated by past projects	15 POINTS
Project Understanding and Technical Approach	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 engineering firm recommendation.

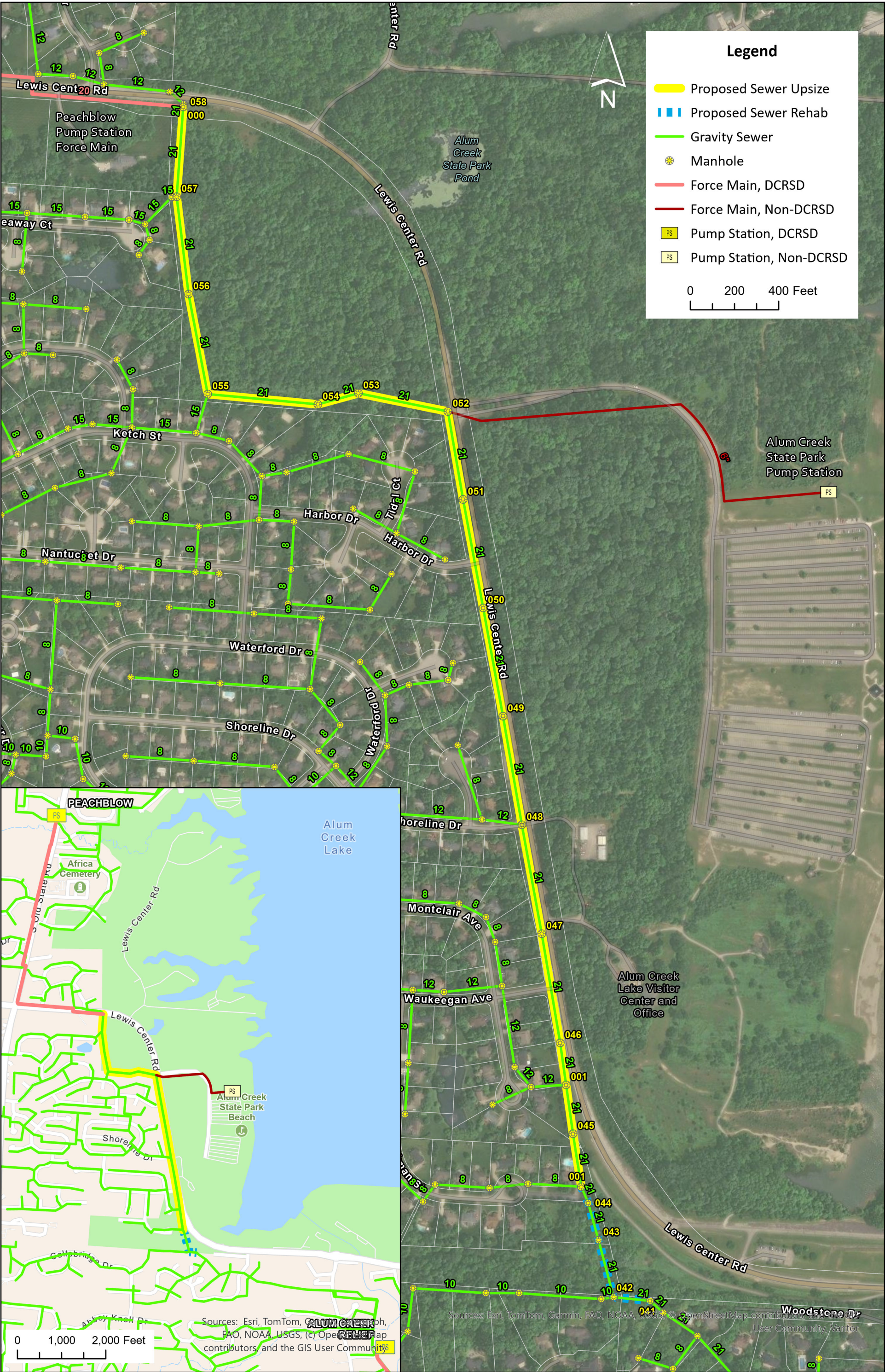
If the Proposal Evaluation Committee feels that interviews are necessary to determine the highest ranked firm following the scoring evaluations, the Proposal Evaluation Committee may require them. DCRSD reserves the right to limit the number of firms to be interviewed. If required, the interview process will consist of a panel discussion between DCRSD and members of the engineering firms 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.

ENGINEERING FIRM 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 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.



Path: G:\JMcGill\West_Branch_ACI.aprx

Figure 1. West Branch Alum Creek Interceptor Upsize Project
Delaware County Regional Sewer District