



**BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO**

406 Justice Drive, Lebanon, Ohio 45036

www.co.warren.oh.us

commissioners@co.warren.oh.us

Telephone (513) 695-1250

Facsimile (513) 695-2054

**SHANNON JONES
DAVID G. YOUNG
TOM GROSSMANN**

24-0082

January 16, 2024

**ENTERING INTO AN ENGINEERING AGREEMENT WITH WESSLER ENGINEERING, INC FOR
THE DESIGN OF THE MIDDLETOWN JUNCTION WELLFIELD DEVELOPMENT PROJECT**

WHEREAS, pursuant to Resolution #23-1592, adopted November 28, 2023, this Board authorized the Water and Sewer Department to initiate negotiations for the design of three raw water production wells at Middletown Junction Wellfield; and

WHEREAS, said negotiations are complete and it is the recommendation of the Water and Sewer Department to enter into an agreement with Wessler Engineering, Inc. relative to the Middletown Junction Wellfield Development Project.

NOW THEREFORE BE IT RESOLVED, to enter into an agreement with Wessler Engineering, Inc, for engineering services for the design of three raw water production wells at the Middletown Junction Wellfield the subject to the following conditions:

1. The scope of services shall be as stipulated in the "Engineering Agreement" attached hereto and made part hereof.
2. Compensation shall be in accordance with the provisions of the "Engineering Agreement" and the attachment thereto.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 16th day of January 2024.

BOARD OF COUNTY COMMISSIONERS

Krystal Powell, Clerk

cc: c/a – Wessler Engineering, Inc.



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SHANNON JONES
DAVID G. YOUNG
TOM GROSSMANN

23-1592

November 28, 2023

AUTHORIZE THE WATER AND SEWER DEPARTMENT TO ENTER INTO NEGOTIATIONS WITH WESSLER ENGINEERING FOR THE DESIGN OF THE MIDDLETOWN JUNCTION WELLFIELD DEVELOPMENT PROJECT

WHEREAS, pursuant to Resolution #23-1125, adopted September 5, 2023, this Board issued a Request for Qualifications for the procurement of professional engineering services for the design of three raw water production wells at the Middletown Junction Wellfield; and

WHEREAS, on or before November 3, 2023, the Water and Sewer Department received five sealed qualification submittals; and

WHEREAS, a committee comprised of individuals from the Water and Sewer Department reviewed and evaluated the submittals with a summary of the evaluations included below; and

| ENGINEERING FIRM | TOTAL | RANK |
|-------------------------|--------------|-------------|
| Wessler Engineering | 261 | 1 |
| Fishbeck | 241 | 2 |
| Jones & Henry | 215 | 3 |
| Structure point | 211 | 4 |
| New River Engineers | 115 | 5 |

WHEREAS, the Water and Sewer Department requests authorization to begin contract negotiations with the top ranked engineering firm; and

NOW THEREFORE BE IT RESOLVED, to authorize the Water and Sewer Department to initiate negotiations with Wessler Engineering for the proposed improvements.

Mr. Grossmann moved for adoption of the foregoing resolution being seconded by Mrs. Jones. Upon call of the roll, the following vote resulted:

Mr. Young – absent

Mrs. Jones – yea

Mr. Grossmann – yea

Resolution adopted this day of November 2023.

BOARD OF COUNTY COMMISSIONERS

Tina Osborne, Clerk

cc: Water/Sewer (file)
Bid file
Project File

PUBLIC ANNOUNCEMENT

WARREN COUNTY WATER & SEWER Request for Qualifications - Consultant Engineering Services

MIDDLETOWN JUNCTION WELLFIELD DEVELOPMENT PROJECT

September 5, 2023

Sealed statement of qualifications for professional engineering design services for the installation of three submersible well pumps, piping, and supporting electrical utilities for the development of a 3 million gallon per day wellfield at the County's Middletown Junction property will be received by the Warren County Water and Sewer Department, Warren County, Ohio, 406 Justice Drive, Lebanon, Ohio, 45036, until 4:30 p.m., Friday, November 3, 2023.

Details regarding the proposed project may be obtained by contacting Warren County Water and Sewer Department, 406 Justice Drive, Lebanon, Ohio 45036 at (513) 695-1377. Questions regarding the project should be directed to Chris Brausch, at (513) 695-1193 or email at chris.brausch@co.warren.oh.us.

Project information may also be obtained on the Warren County website at <http://www.co.warren.oh.us/commissioners/Resources/Bids/Default.aspx>. Please contact the Warren County Office of Management and Budget Financial Division at 513-695-1947 if you have trouble or need assistance accessing project information on our website.

By order of the Board of County Commissioners, Warren County, Ohio.

PUBLIC ANNOUNCEMENT
REQUEST FOR QUALIFICATIONS – CONSULTANT ENGINEERING SERVICES

MIDDLETOWN JUNCTION WELLFIELD DEVELOPMENT

September 5, 2023

Sealed statement of qualifications for professional engineering design services for the installation of three submersible well pumps, piping, and supporting electrical utilities for the development of a 3 million gallon per day wellfield at the County's Middletown Junction property will be received by the Warren County Water and Sewer Department, Warren County, Ohio, 406 Justice Drive, Lebanon, Ohio, 45036, until 4:30 p.m., Friday, November 3, 2023. The total anticipated construction improvements is budgeted at \$4.03 million.

Professional engineering firms are invited to submit their qualifications for consideration during our review and selection process. Project background and description of required services are as follows.

BACKGROUND

In February 1999 the Warren County Commissioners purchased the Middletown Junction property consisting of 49.7 acres located adjacent to the Little Miami River for the purpose of wellfield site development. A project location map is included in **Exhibit A**. Prior to the sale of the property the previous owner granted a conservation easement to the State of Ohio establishing restrictions on the property, however the Deed provides the Grantor and their heirs the right to construct, operate, maintain and repair a water well(s) and to provide utilities to support the well system for public drinking water purposes.

The property contains a 16-inch diameter test well that was installed as part of a hydrogeological analysis performed by the County in the 1990's. The 16-inch diameter gravel-packed test well (TW-2) was drilled and installed on March 8, 1994 using a bucket-auger rig. The well was installed in a 24-inch diameter hole using a 16-inch diameter 0.110-inch slotted stainless steel screen (20-foot length). The screen was placed over the interval of 50 to 70 feet below land surface and the well completed with steel casing to land surface. The annular space surrounding the screened area was filled with a 10 x 3/16 quartz gravel pack to 32 feet below surface. A 2-foot bentonite seal was placed above the gravel pack, followed by concrete from 32 feet to ground surface. The well was developed for approximately 16-hours.

Using similar construction methods, the County will contract with a local well driller to install two additional 16-inch diameter production wells. This work will be completed by the middle of 2024.

PROJECT GENERAL DESCRIPTION

A concept plan for the wellfield is included in **Exhibit B**. The work includes, but is not limited to, the following improvements:

- Submersible pumps rated at 1,050 gallons per minute each.
- Pitless well adapters
- 2,000 Feet of 10-inch and 16-inch ductile iron water main, with isolation gate valves and flushing hydrants
- Buried valve vaults equipped with isolation gate and check valves and flow meters
- Control panels mounted on elevated (approx. 10-foot tall) electric platforms above the 100-year floodplain
- Raw water sample collection hydrants
- Gravel access drive, entry gate, and fencing
- Instrumentation including flow meters, pressure, level, and temperature sensors.
- Security cameras
- Electrical service extension from Mason-Morrow-Millgrove Road.
- Electrical Power Distribution/Switchboard Structure and generator installed on an elevated platform(s) above the 100-year flood plain.
- Fiberoptic cable and conduit extending and connecting to the County's existing fiberoptic located along the biketrail.
- Control panels equipped with a programable logic controller with remote I/O at each well structure.

REQUIRED DESIGN SERVICES

Professional services will include the preparation of engineering design drawings, technical specifications, opinion of probable construction costs, and all other necessary services for a complete project in full conformance with Warren County Standards and with the Ohio Environmental Protection Agency permitting requirements. Permitting, bidding, and resident project representation services will be performed by the County. The County will seek limited support for construction services. Services to be provided are identified in the following tasks:

- TASK 1 - Project Management and Administration,
- TASK 2 – Survey & Basemap
- TASK 3 - Preliminary 30% Design
- TASK 4 – Final Design & Preparation of Bidding Documents
- TASK 5 – Construction Services

REQUIRED QUALIFICATIONS

Professional engineering firms interested in submitting qualification must exhibit relevant experience or qualifications with wellfield design or similar work contain the following components:

- Submersible and vertical well pumps, and pitless well adaptors
- Surveying, basemap preparation, easements & legal descriptions
- Instrumentation and controls including work with control panel fabrication, variable frequency drives, programable logic controllers, pressure sensors, flow meters, level sensors, and VT Scada software by Trihedral.
- Electrical design including backup diesel powered generators, automatic switchgear, motor control centers, motor starters, and power distribution wiring.
- Structural and architectural design of steel support platforms, stairways, and covered enclosures.

Submittals should emphasize both the experience and capabilities of personnel who will manage and perform the Work. Submittals should indicate any subconsultants proposed to be utilized on the Project.

Professional engineering firms entering into contracts with Warren County must be fully licensed for the type of work to be performed in the State of Ohio at the time of qualification submittal. Firms that are not fully licensed and certified shall not be found qualified.

Prior to the commencement of any work, Consultant shall obtain and maintain in force at its sole cost and expense, Comprehensive General or professional liability and Automobile Liability Insurance (covering use of owned, non-owned, or hired vehicles) providing single limit coverage of One Million Dollars (\$1,000,000) per occurrence Two Million Dollars (\$2,000,000) aggregate, with no interruption of coverage during the entire term of the Agreement.

Consultant shall carry statutory worker's compensation insurance and statutory employer's liability insurance as required by law and shall provide County with certificates of insurance evidencing such coverage simultaneous with the execution of the Agreement.

SUBMITTAL INSTRUCTIONS

1. **Receipt of Submittals:** Sealed submittals shall be received by the Warren County Water and Sewer Department, Warren County, Ohio, 406 Justice Drive, Lebanon, Ohio, 45036, until 4:30 p.m., Friday, November 3, 2023. Envelopes containing the submittals must be sealed, addressed to Warren County Water and Sewer Department at 406 Justice Drive, Lebanon, Ohio 45036, and shall be clearly marked:

MIDDLETOWN JUNCTION WELLFIELD PROJECT
November 3, 2023 @ 4:30 PM.

Any submittal may be withdrawn prior to the above scheduled submittal time or authorized postponement thereof. Any submittal received after the time and date specified shall not be considered.

2. **Addenda and Interpretations:** Questions regarding the information contained in this Request for Qualifications shall be submitted in writing and emailed to:

Warren County Water & Sewer Department
ATTN: Chris Brausch, P.E.
(513) 695-1193
chris.brausch@co.warren.oh.us

and to be given consideration must be received at least five days prior to the qualification submittal date. All such interpretations and any supplemental instructions will be in the form of written addenda to the Request for Qualifications, which if issued, will be posted on the Warren County Commissioner's website, no later than three days prior to the submittal date.

3. **Requests for Additional Information:** The County may make such investigations as they deem necessary to determine the ability of the submitting firm to perform the work, and all submitting firms shall furnish to the County all necessary information and data for the purpose as the County may request.
4. **Requests for Site Visit:** Visits to the project site can be arranged by contacting Chris Brausch at (513) 695-1193.
5. **Discussions for Clarification Purposes:** Warren County may conduct discussions with firms who submit for the purpose of clarifications or corrections regarding a submittal to ensure full understanding of, and responsiveness to, the requirements specified in the request for qualifications.
6. **Project Schedule:** The following is the planned schedule for the project. The County shall take all actions necessary to expedite the process enabling the wellfield to be operational by November 2024. The ability to meet the project schedule will be considered as part of the review and ranking process.

| | |
|--|----------------------------|
| County Issues Request for Qualifications | September 9, 2023 |
| Qualifications Due to County | November 3, 2023 |
| Select & Award Engineering Consultant | November 28, 2023 |
| Notice to Proceed | January 2, 2024 |
| Preliminary Design Completion | March 29, 2024 |
| Final Design Completion | May 31, 2024 |
| Bidding | June/July 2024 |
| Construction | August 2024 – October 2025 |
| Substantial Completion | November 2025 |

7. **Selection Process:**

- a) The submittals will be evaluated by a Committee appointed by the County Commissioners which will:

- 1) determine whether each submittal is responsive to the requirements of this request for qualifications and the criteria described below.
 - 2) evaluate and select no fewer than the top three submittals based on criteria which shall include the firm and individual qualifications, proximity to Warren County, capacity to perform work, project approach, past performance with Warren County, and familiarity with project. The evaluation form used by the Committee during the review process "Review Sheet" is included at the end of this request. In the event three qualified firms or less deliver a submittal, then the Committee shall still evaluate such firms based on the selection criteria stated herein.
- b) The Committee may hold interviews or discussions with any or all of the selected firms to further explore the firms' statement of qualifications, the scope and nature of the services the firms would provide, and the various technical approaches the firms may take toward the project. Within a reasonable period of time after any and all discussions are complete, the Committee shall rank the firms by one collective Review Sheet in the order they determine to be the most qualified to perform the professional design services for the Project. The Committee shall present a resolution to the County Commissioners requesting authorization for the Water & Sewer Department to enter into negotiations with the most qualified firm as determined by the Committee and confirmed by the Commissioners.
 - c) The Water and Sewer Department shall thereafter begin negotiations of a professional design services contract with the top ranked firm to perform the services at a compensation determined to be fair and reasonable to the County Commissioners. If a satisfactory contract cannot be entered into in a reasonable time, the County Commissioners, in its sole discretion, may terminate negotiations with the highest ranked firm and direct the Water and Sewer Department to begin contract negotiations with the next highest ranked firm.
 - c) Warren County reserves the right to reject any and all submittals.
8. **Public Records Request of Qualifications:** In order to ensure fair and impartial evaluation, qualification submittals and any related documents of other records that would otherwise be available for public inspection and copying under section 149.43 of the Revised Code shall not be available until after the award of contract.
 9. **Withdrawal of Submittal:** Any company may withdraw their submittal at any time prior to the selection of an engineering firm. The County may terminate negotiations with a firm at any time during the negotiation process if the company fails to provide the necessary information for negotiations in a timely manner or fails to negotiate in good faith. If the County terminates negotiations with a firm, the County shall negotiate with the company whose submittal is ranked the next most qualified to the County according to the selection criteria and direction from County Commissioners.

Please demonstrate your qualifications to perform the work and your experience with similar projects. Provide a list of five (5) similar projects in last ten (10) years. Submittals shall be limited to fifteen (15) pages in length, excluding appendices, resumes, company brochures, and the like.

To be considered, submit three sets of Qualifications along with an electronic copy on a thumb drive in .pdf format to:

Warren County Water and Sewer Department
P.O. Box 530
406 Justice Drive
Lebanon, Ohio 45036
513-695-1377

SUBMISSION

The firm's submission shall be in sufficient detail to provide Warren County with the following information:

1. Firm and Individual Qualifications.
 - A. Firms Background – Provide description of firm and years of operation.
 - B. Project Team – Provide a description of the project team organization including an organization chart.
 - C. Project Team Qualifications - Provide qualifications and experience of key project team personnel.
 - D. Firm Qualifications - provide descriptions of a minimum of five similar projects completed within the last ten years. Indicate status of the projects (completed or ongoing), client references, and involvement of proposed project team staff.
 - E. Warren County Experience – provide description of past and current projects performed for the County.
2. Geographic Information.
 - A. Number and location of offices in or near Ohio.
 - B. Location of office where this project will be performed.
3. Capacity to perform the work.
 - A. Size and availability of staff.
 - B. Projects in progress.
4. Project Approach
 - A. Familiarity and Understanding of Project
 - B. Project Approach
 - C. Proposed Scope
 - D. Proposed Schedule
5. Insurance
 - A. Documentation of firm's Professional Liability Insurance Policy.

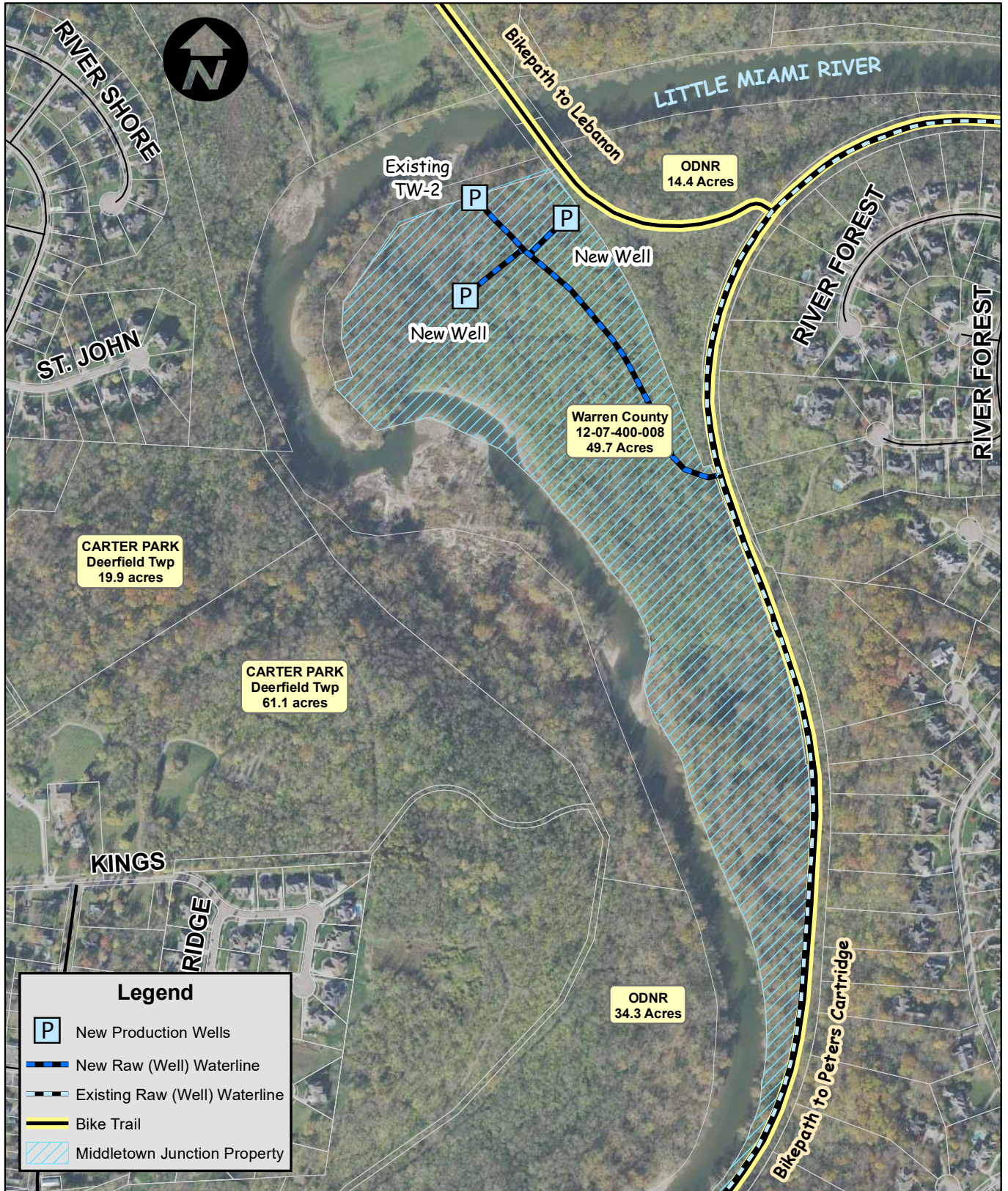
**MIDDLETOWN JUNCTION WELLFIELD
SUBMITTAL REVIEW**

Name of Design Firm _____

Name of Reviewer _____

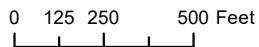
| CRITERIA | RATING* | | WEIGHT | | RATING |
|---|---------|---|--------|---|------------|
| 1. Firm & Individual Qualifications | | | | | |
| Firm's background & experience on similar projects | | X | 4 | = | 0.0 |
| 2. Proximity to Project Site | | | | | |
| | | X | 1 | = | 0.0 |
| 3. Capacity to Perform Work | | | | | |
| Size and availability of staff to perform work | | X | 4 | = | 0.0 |
| 4. Approach to Project | | | | | |
| Organization of approach | | X | 2 | = | 0.0 |
| Schedules & deadlines | | X | 4 | = | 0.0 |
| 5. Past Performance with Warren County | | | | | |
| | | X | 2 | = | 0.0 |
| 6. Familiarity with Project | | | | | |
| | | X | 2 | = | 0.0 |
| 7. Errors & Omissions Insurance Experience | | | | | |
| | | X | 1 | = | 0.0 |
| TOTAL RATING= | | | | | 0.0 |

* Rating for all but #5 are as follows:
 1 = Poor 2 = Fair 3 = Average 4 = Good 5 = Excellent
 Rating for #5:
 1 = Poor 4 = None/Improving 5 = Good

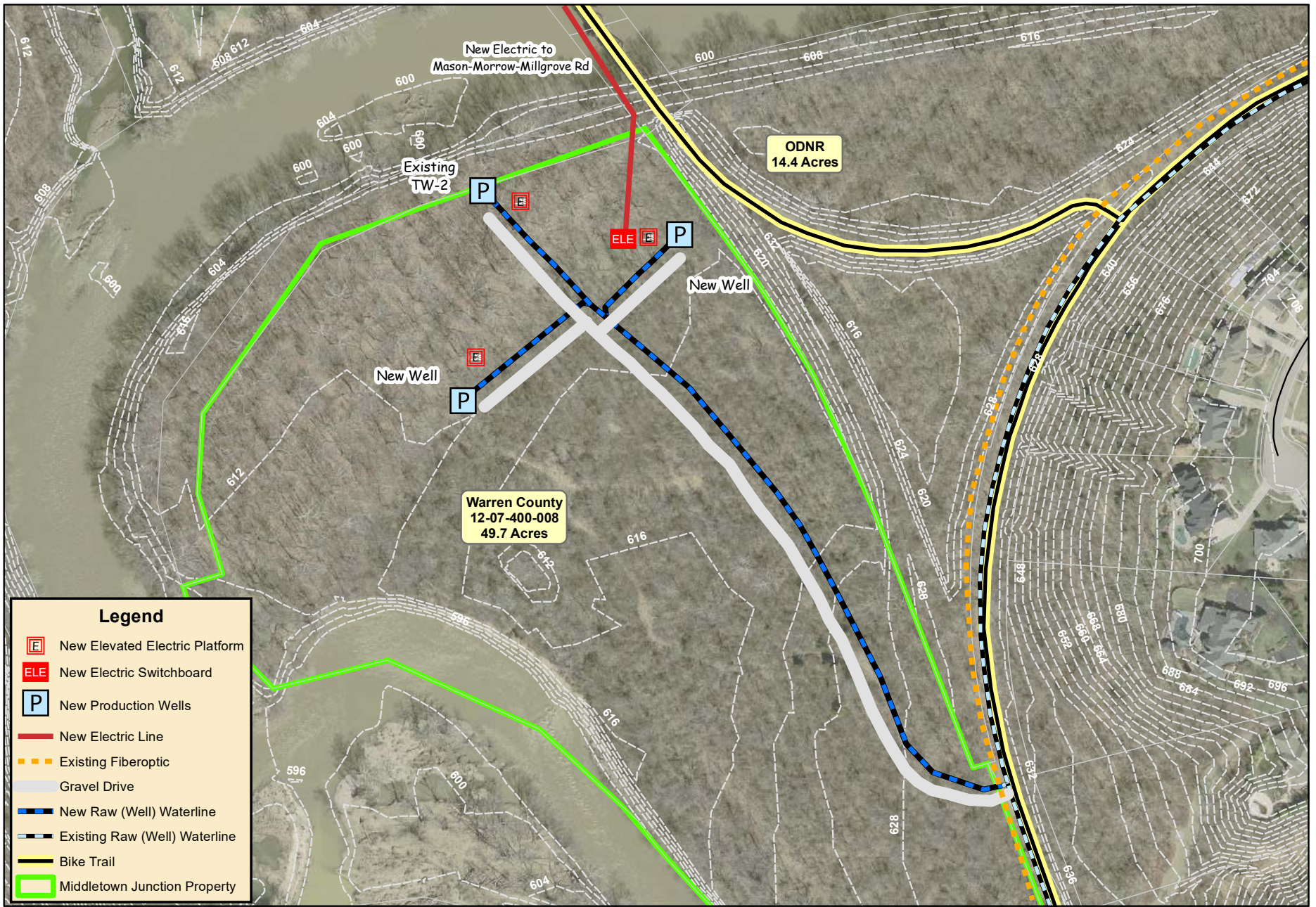


Legend

- P New Production Wells
- New Raw (Well) Waterline
- - - Existing Raw (Well) Waterline
- Bike Trail
- ▨ Middletown Junction Property



**Middletown Junction Wellfield Project
EXHIBIT A - LOCATION MAP**



Legend

- E New Elevated Electric Platform
- ELE New Electric Switchboard
- P New Production Wells
- New Electric Line
- Existing Fiberoptic
- Gravel Drive
- New Raw (Well) Waterline
- Existing Raw (Well) Waterline
- Bike Trail
- Middletown Junction Property

0 115 230 460 Feet

Middletown Junction Wellfield Project EXHIBIT B - CONCEPT PLAN





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**SHANNON JONES
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TOM GROSSMANN**

PUBLIC ANNOUNCEMENT

**WARREN COUNTY WATER & SEWER
Request for Qualifications - Consultant Engineering Services**

MIDDLETOWN JUNCTION WELLFIELD DEVELOPMENT PROJECT

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By order of the Board of County Commissioners, Warren County, Ohio.

Tina Osborne, Clerk