

**CERTIFICATION OF PUBLICATION  
CITY OF BALTIMORE  
OFFICE OF BOARDS AND COMMISSIONS  
PUBLIC NOTICE**

**REQUEST FOR PROPOSAL - PROJECT NO. 1401  
RAINFALL AND FLOW MONITORING SERVICES  
FOR THE SANITARY SEWER SYSTEM**

The City of Baltimore Office of Engineering and Construction (OEC), Department of Public Works, Bureau of Water and Wastewater has been authorized to request the Office of Boards and Commissions (OBC) to advertise Project 1401 for the selected services of qualified engineering firms to provide flow and rainfall monitoring services throughout the City's sanitary sewer system as required by the modified consent decree (MCD). The City intends to contract the services of one firm to conduct flow and rainfall monitoring simultaneously in various sewer sheds within the City. The flow and rainfall monitoring network shall be designed, installed, operated, and maintained to provide representative, accurate, and precise data of sufficient quality to use hydraulic model calibration and for verification of the effectiveness of ongoing construction projects.

It is the expectation of the City that interested firms providing these services must demonstrate and document the following:

1. Experience in flow monitoring programs involving 50 or more simultaneous meter locations for extended periods (6 months minimum).
2. Experience in the evaluation of field conditions and selection of sites suitable for flow monitoring.
3. Experience in the installation and operation of area-velocity flow metering equipment utilizing wireless remote communication and data collection.
4. Demonstrate resources to provide on-call flow monitoring services and to provide quick response to requests from the city.
5. Experience in real-time flow monitoring, alarming, and event notification.
6. Experience in the installation and operation of rainfall measurement equipment.
7. Experience in flow monitoring large-diameter and odd-shape pipes.
8. Experience in measuring flow in force mains and pressure sewers.
9. Experience in preparing flow data analysis reports to include overflow calculations and inflow and infiltration summaries.
10. Overall team approach with Minority/Women Business Enterprises.

Services will include:

1. Performing site investigations before equipment installations.
2. Develop electronic site reports including GIS coordinates and digital images.
3. Installing flow monitoring equipment in sewer pipes ranging in size from 8-inch to 12-foot in diameter. Some installations may be in odd-shaped sewer pipes and overflow structures.
4. Measuring flow in pump station force mains and pressure sewers.
5. Operating, maintaining, and remotely collecting data using wireless communication from as many as 50 flow and rainfall monitoring equipment simultaneously.
6. Processing and submitting monthly reports of flow and rainfall data from all active flow and rainfall monitoring equipment simultaneously.
7. As a part of the consent decree, the consultant must demonstrate experience in Sanitary Sewer Overflow (SSO) event notification, requiring prompt notification and reporting of SSO events at monitored locations to the City within 12 hours of the start of the SSO event; and review, process, calculate, and report discharge volumes for monitored engineered and non-engineered SSO structures within 11:00 AM of the fourth calendar day of the start of the SSO event.

The service would be for a period of 5 years at a fee of \$ 5,000,000.00 with an option to extend for a 2-year extension.

DPW encourages all contracting firms that have the experience and capacity to work on this scope to submit their proposals. All firms must demonstrate and document their capacity and resources to deliver the required services on time. Should you have any questions regarding the scope of the project, please contact Mr. Jemil Yesuf at (410) 545-1809 or by e-mail at [jemil.yesuf@baltimorecity.gov](mailto:jemil.yesuf@baltimorecity.gov).

Projects must comply with the 2006 edition of “The Specifications for Materials, Highway, Bridges, Utilities, and Incidental Structures”. City personnel will utilize the City of Baltimore Guidelines for the Performance Evaluation of Design Consultants and Construction Contractors for this contract/project.

**All firms** listed in the specific proposal for the Project **must** be prequalified by the Office of Boards and Commissions for **each** applicable discipline at time of submittal for this Project. Any construction contractor listed in the specific proposal for the Project to perform work in an existing prequalification category must also be prequalified. *A copy of the prime and sub consultant’s current Prequalification Certificate should be included in the bid submittal package.* Information regarding the prequalification process can be obtained by calling the Office of Boards and Commissions on 410.396.6883.

#### **Submittal Process**

Each Firm responding to this Request for Proposal (RFP) Project #1319 is required to complete and submit **an original** Standard Federal Form (SF) 255 / 330 unless otherwise specified in this RFP. Provide one **(1) original** submittal, along with **five (5) additional** copies to the Office of Boards and Commissions at **4 South Frederick Street, Baltimore, Maryland 21202** on or prior to the due date by **NOON Friday, December 6, 2024** Submittals will not be accepted after the due date (NOON) and cannot be emailed.

The Federal Standard Form (SF) 255 **cannot** be supplemented with additional pages, or additional information such as graphs, photographs, organization charts, etc. All such information should be incorporated into the appropriate pages. Applications should not be bound; simply stapled in the upper left-hand corner. Cover sheets should not be included. Inclusion and/or submittal of additional material may result in the applicant being disqualified from consideration for this project.

Firms interested in submitting a proposal for this Project shall address a “Letter of Interest” to the Office of Boards and Commissions, or you may email: [OBC.consultants@baltimorecity.gov](mailto:OBC.consultants@baltimorecity.gov). Letters of Interest will be utilized to assist small minority and women business enterprises in identifying potential teaming partners and should be submitted within five (5) days of the date of the project’s advertisement. The Letter of Interest must provide the name and number of your firms contact person. Failure to submit a “Letter of Interest” will not disqualify a firm submitting a proposal for the project.

Only individual firms (including, for example, individuals, sole proprietorships, corporations, limited liability companies, limited liability partnerships, and general partnerships) or formal Joint Venture (**JV**) may apply. Two firms may not apply jointly unless they have formed a joint venture.

### **COSTS OF RFP RESPONSE**

There will be no payment or compensation provided to firms’ who desire to participate in any part of the submission. All expenses related to the preparation of a response, including additional requested information, interviews, and any other necessary information, will be the sole responsibility of the firm. The City, its staff, or its representatives will not be responsible for reimbursing any costs or expenses incurred as a result of providing a submission to this RFP.

### **MBE/WBE Requirements – Mayor’s Office (SMBA&D)**

It is the policy of the City of Baltimore Mayor’s Office of Small and Minority Business Advocacy & Development (SMBA&D) to promote equal business opportunity in the City’s contracting process. Pursuant to Article 5, Subtitle 28 of Baltimore City Code (2000 Edition) – Minority and Women’s Business Program, Minority Business Enterprise (MBE) and Women’s Business Enterprise (WBE) participation goals apply to this contract.

The MBE goal is **30 %**

The WBE goal is **15%**

Both the proposed Minority and Women’s Business Enterprise firms must be named and identified as an MBE or WBE within Item 6 of the Standard Form (SF) 255 in the spaces provided for identifying outside key consultants/associates anticipated for utilization for this project.

Any submittals that do not include the proper MBE/WBE (in some instances DBE) participation will be disapproved for further consideration for this project.

### **Verifying Certification**

Each firm submitting a SF 255 for consideration for a project is responsible for verifying that all MBEs and WBEs to be utilized on the project are certified by the SMBA&D prior to submitting the proposal. A directory of certified MBEs and WBEs is available from SMBA&D. Since changes to the directory occur daily, firms submitting SF 255s should call SMBA&D at (410) 396-3818 to verify certification, expiration dates and services that the MBE or WBE is certified to provide.

### **Non-Affiliation**

A firm submitting a proposal may not use an MBE or WBE to meet a contract goal if:

- The firm has a financial interest in the MBE or WBE
- The firm has an interest in the ownership or control of the MBE or WBE
- The firm is significantly involved in the operation of the MBE or WBE (Article 5, Subtitle 28-41).

### **Insurance Requirements**

The consultant selected for the award of this project shall provide professional liability, auto liability, and general liability and workers' compensation insurances as required by the City of Baltimore.

### **Local Hiring Law**

Article 5, Subtitle 27 of the Baltimore City Code, as amended (the "Local Hiring Law") and its rules and regulations apply to contracts and agreements executed by the City on or after the Local Hiring Law's effective date of December 23, 2013, which is applicable to all vendors. The Local Hiring Law applies to every contract for more than \$300,000 made by the City, or on its behalf, with any person. It also applies to every agreement authorizing assistance valued at more than \$5,000,000 to a City-subsidized project. Please visit [www.oedworks.com](http://www.oedworks.com) for details on the requirements of the law.

### **Additional Information**

Any firm submitting a SF255 in response to the RFP that fails to comply with the requirements of Article 5, Subtitle 28 of Baltimore City Code when executing a contract is subject to the following penalties: suspension of a contract; withholding of funds; nullification of contract based on material breach; disqualification as a consultant from eligibility to provide services to the City for a period not to exceed 2 years; and payment for damages incurred by the City.

A resume for each person listed as key personnel and/or specialist, including those from MBE and WBE must be shown on the page provided within the application.

Please be advised that for the purpose of reviewing price proposals and invoices, the City of Baltimore defines a principal of a firm as follows:

*A principal is any individual owning 5% or more of the outstanding stock of an entity, a partner of a partnership, a 5% or more shareholder of a sub-chapter 'S' Corporation, or an individual owner.*

Out-of-State Corporations must identify their corporate resident agent within the application.

Firms providing a SF255 in response to an RFP who are not prequalified at the time of the submittal due date will be deemed not qualified or considered for further participation in the project.

Failure to follow directions of this advertisement or the application will cause disqualification of the submittal.

Deena Joyce, Executive Secretary  
Chief, Office of Boards and Commissions

### **Issue of: October 11, 2024**

The Afro-American  
The Baltimore Sun  
The Baltimore Times  
The Daily Record  
eMaryland Marketplace