

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

REQUEST FOR PROPOSAL - PROJECT NO. 1426  
ON-CALL URGENT NEED UTILITY ENGINEERING SERVICES

The City of Baltimore Office of Engineering and Construction (OEC) has been authorized to request the Office of Boards and Commissions (OBC) to advertise Project 1426 for the selected services for the City Of Baltimore from qualified Engineering firms. It is the expectation of the City's that interested firms providing these services, demonstrate and document the following for the City Of Baltimore.

The Firms interested in providing these services must demonstrate and document the following:

1. Experience in responding to stormwater and open channel, sanitary system, water system emergencies by rapidly assessing situations and recommending corrective measures.
2. Experience in design of storm drain and open channel systems and sanitary systems including hydrology, hydraulic analysis, and hydraulic modeling, and designing of water system components including replacement of water mains on the bridges and corrosion protection from stray current.
3. Experience in design of stormwater system, sanitary system, and water main using trenchless technology including cleaning and lining, CIPP lining, pipe bursting, tunneling, slip lining, directional drilling, and others.
4. Experience in design of Stormwater management facilities, culvert, retaining wall, slope stabilization, outfall stabilization, urban best management practice, environmental site design, various trash collection technologies, Hydro-geomorphological stream assessments, etc.
5. Experience in large diameter storm drain and sanitary sewer cleaning and inspection.
6. Experience in conducting field investigations of sanitary and storm drain systems including flow monitoring, CCTV, inspection, smoke testing, and dye testing, etc.
7. Experience in geotechnical services, conducting and evaluating all subsurface investigations, such as soil characterization and utility location, soil study, test pit, test holes, Ground Penetrating Radar (GPR), unsuitable material removal and disposal estimates.
8. Experience in the preparation of design reports and contract documents including plans and specifications, all permit applications, easements, and related items necessary for procurement of construction. Also have the ability to provide project management, GIS support and construction management, post award and contract administration services.
9. Experience and qualification in performing inspection, evaluation and assessment of structural conditions of stormwater, wastewater, and water infrastructure under confined space conditions.
10. Overall team approach to utilize, manage, and coordinate assigned tasks of the Minority/Women Business Enterprises partners and to conform to City goals.

Services will include review of available information, project management, contract administration, investigation, design, emergency services, post award and construction management services, preparation of reports and contract documents, including plans, specifications, construction cost estimates, permit applications, right of ways etc.

Projects must comply with the 2006 edition of “The Specifications for Materials, Highways, 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.

The City intends to select the services of three (3) firms for a period of three (3) years, with an option to extend for one (1) two (2) year additional term at City’s discretion, for a fee not to exceed \$2,000,000.00 for each selected firm. The Office of Engineering and Construction reserves the right to have a second interview with eligible consulting firms.

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. Projects must comply with the 2006 edition of “The Specifications for Materials, Highways, 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.

Should you have any questions regarding the scope of the project, please contact Mr. John. Huang at 410-396-3440 or by email at [John.Huang@baltimorecity.gov](mailto:John.Huang@baltimorecity.gov)

#### SUBMITTAL PROCESS

***All*** firms listed in the specific proposal for the Project must be prequalified by the Office of Boards and Commissions, including each discipline prior to submission for this Project. Any firm listed in this proposal to perform work in any existing or related category must also be prequalified. It is the responsibility of the Firm submitting the SF255 verify and *include a copy of each of Consultant’s current Prequalification Certificate in the submission package*. Information regarding the prequalification process can be obtained by calling the Office of Boards and Commissions on 410.396.6883.

Each Firm responding to this Request for Proposal (RFP) Project #1426 is required to complete and submit an original Standard Federal Form (SF) 255 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 February 20, 2026. Submittals will not be accepted after the due date (NOON). The City Of Baltimore *has not adopted SF330*, it may not be used, unless specified in the RFP. Submittals *are not* accepted by email.

The Federal Standard Form (SF) 255 cannot be supplemented with additional pages, or additional information such as graphs, photographs, organization chart, 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 submittal. All related expenses 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 resulting in providing a submission to this RFP.

Baltimore City reserves the right to waive minor irregularities, to negotiate in any manner necessary to best serve the public interest, and to make a whole award, multiple awards, a partial award, or no award. Baltimore City reserves the right to cancel this RFP, prior to closing date.

#### 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 to verify 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 Submission in response to this RFP who do not follow guidelines within this RFP including being prequalified, meeting SMBA&D goals at the time of the submittal due date will be deemed nonresponsive. Failure to follow the guidelines of this advertisement will cause disqualification of a firm(s) Submission for this project and will disqualify the entire team for further participation in the project.

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

Issue of: January 9, 2026  
The Afro-American  
The Baltimore Sun  
The Baltimore Times  
The Daily Record  
eMaryland Marketplace

DDJ: