

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

**REQUEST FOR PROPOSAL - PROJECT NO. 1418
LARGE DIAMETER SANITARY SEWER, FORCE MAIN, PRESSURE SEWER, & SIPHON
CONDITION ASSESSMENT AND ANALYSIS**

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 1418 for the selected services for the City of Baltimore from qualified Engineering firms.

The City intends to select the services of one (1) firm for a period of five (5) years, with two (2) options to extend for one (1) year additional terms at the City's discretion, for a fee not to exceed \$10,000,000 for the selected firm. The Office of Engineering and Construction (OEC) 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" and the latest technical specifications provided by DPW. 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. Jamison Smith at (410) 396-3437 or by e-mail at Jamison.Smith@baltimorecity.gov

Introduction

The City of Baltimore's Department of Public Works (DPW) is under a Modified Consent Decree (MCD), which requires the inspection and assessment of all sanitary sewer assets 10 inches in diameter and larger. This contract will specifically focus on gravity sewers 20 inches in diameter and greater, as well as on all pressure sewers, force mains, and siphons, supporting the City's commitment to meet regulatory requirements and improve system performance.

The City is taking a more strategic approach—one that goes beyond technical solutions to also consider operations, long-term financial planning, and affordability for residents.

Through this contract, DPW seeks a multidisciplinary program management team to assist with:

1. Ensuring the City meets its Modified Consent Decree (MCD) requirements for this scoped work by MCD deadline.
2. Managing day-to-day program tasks and supporting coordination with the Bureau of Water and Wastewater.
3. Providing strategic planning for recommended rehabilitation, ongoing maintenance, and asset replacement—aligned with DPW's Asset Management Plan—and leveraging expertise in regulatory compliance, workforce and capital planning, and system performance.

The selected team will work as an extension of DPW staff and must bring both technical and operational expertise. DPW reserves the right to adjust the scope based on cost, consultant qualifications, schedule, M/WBE participation, and overall performance.

Scope of Work

The City of Baltimore Office of Boards and Commissions has been requested by the Department of Public Works, Office of Engineering and Construction, to advertise for the services of a civil/environmental engineering firm to provide engineering services for condition assessment and analysis of gravity sewers 20 inches in diameter and greater, as well as on all pressure sewers, force mains, and siphons at various locations in the Baltimore wastewater collection system. The City intends to select one (1) firm to provide these services.

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

1. Expertise and capacity to provide condition assessment and inspection services of gravity sewers 20 inches in diameter and greater, as well as on all pressure sewers, force mains, and siphons utilizing CCTV, SONAR and LASER, pole camera, electromagnetic and free-swimming inspection tools under various operating conditions.
2. Firms should be prepared to submit a project baseline plan at the start of the contract, outlining estimated costs, resources, schedule, and milestones. This plan will serve as a reference for tracking progress throughout the contract duration.
3. Firms must specify primary inspection technologies and describe alternative methods available in case the primary method is unworkable due to site or flow conditions. Data submittals shall be completed and provided to the City within six (6) weeks of the completion of the inspection.
4. Expertise and capacity in performing inspection and structural condition assessment of pre-stressed concrete cylinder pipe (PCCP), including, but not limited to, electromagnetic inspection methods.
5. Expertise and capacity to evaluate any and all wastewater collection system valves (including Air Release Valves [ARV], Automatic Vacuum Release Valves [AVRV], blow-offs, backflow control, etc.) to determine proper functionality and provide corrective action recommendations where deficiencies are identified.
6. Expertise and capacity to evaluate cathodic protection systems on metallic pipes and provide corrective action recommendations where deficiencies or failures are identified.
7. Expertise and capacity in developing bid-ready contract documents including plans, specifications, cost estimates, schedules, and related documentation necessary for procurement of construction contractor services related to wastewater system rehabilitation and replacement projects.
8. Expertise in developing and implementing risk models based on condition and criticality to prioritize inspection and rehabilitation of wastewater assets.
9. Expertise and capacity in determining access requirements and developing temporary and permanent access road plans, including access to difficult or restricted areas. This includes experience coordinating with agencies such as CSX, Amtrak, MARC, and other rail or utility corridor stakeholders to obtain required right-of-way (ROW) and right-of-entry (ROE) permits. Firms should demonstrate an understanding of the procedural, safety, and scheduling constraints associated with accessing active transportation and utility corridors.
10. The selected firm will be responsible for leading communication with stakeholders and securing all necessary permits and right-of-entry approvals prior to the start of field work. The firm should also

demonstrate experience in public relations and outreach, navigating permitting processes, and ensuring coordination and compliance with Federal, State, and Local regulations and agencies throughout all phases of the project.

11. Expertise in developing inventories and geographical information system (GIS) layers and databases for wastewater assets to document asset locations, conditions, and inspection findings. The wastewater assets include, but are not limited to, manholes, large diameter interceptors, gravity mains, pressure sewers, force mains, and siphons.
 - a. When new or unrecorded assets are discovered, the firm will be responsible for documenting and reporting these findings, including photos, attributes, and location data, to enable updates to the City's GIS database
12. Experience in developing and managing an overall contract team that includes both Minority Business Enterprises (MBEs) and Women Business Enterprises (WBEs).

Given that a significant portion of the work involves field activities related to the condition assessment of large-diameter sanitary pipes, DPW requires firms to propose teams with the necessary expertise and capacity to perform highly specialized inspection, assessment, and analysis services in full compliance with DPW's technical specifications.

Key Personnel

The key personnel shall include but not be limited to the following.

- **Project Manager:** The Project Manager shall serve as the primary point of contact and lead for all programmatic activities under this contract. This individual must possess a minimum of ten (10) years of progressively responsible experience in managing regulatory compliance programs, capital improvement initiatives, and strategic planning efforts within a public water and/or wastewater utility. The Project Manager must demonstrate experience at the executive level of a water or wastewater system owner and must also hold a bachelor's degree in civil engineering or a related field from an ABET-accredited college or university. A Professional Engineer (P.E.) license in the State of Maryland is required. The Project Manager should have at least five (5) years of experience in wastewater utility design including preparation of concept design proposals and management of utility and facility design contracts. The Project Manager must be capable of coordinating with all stakeholders to ensure that work is completed in accordance with project specifications, schedule, and budget.
- **Senior Project Engineer:** Bachelor's degree in civil engineering or a related field from an ABET-accredited college or university, with experience in water and/or wastewater utility inspection and/or rehabilitation operations. Experience preparing concept design proposals and managing inspection contracts is preferred. Must be capable of coordinating with all stakeholders to ensure that work is completed in accordance with project specifications.
- **Senior Field Operations Manager:** Minimum of five (5) years of experience managing wastewater or stormwater utility construction and inspection projects. Experience should include inspection planning, equipment setup, and the use and retrieval of various inspection technologies, including multi-sensor inspection systems. The individual must either directly provide field inspection services or oversee a designated individual responsible for all field inspection activities associated with this project.

- Data Manager: Bachelor's degree in computer science or a related field from an ABET-accredited college or university, and a minimum of five (5) years of experience organizing, managing, and analyzing complex datasets. Experience with data trend analysis and working with GIS platforms such as Autodesk Info Asset Manager and Esri ArcGIS Pro is required.

Selection Criteria

The following are the selection criteria and weighting:

- Expertise in Condition Assessment and Inspection Services (20%)
 - The interested firm is required to demonstrate and document their expertise and capacity to provide condition assessment and inspection services of 20 inches or greater in gravity sewers, all pressure sewers, all force mains, and all siphons utilizing CCTV, SONAR and LASER, pole camera, electromagnetic and free-swimming inspection tools under various operating conditions.
- Expertise in Planning and Design Level Intervention Recommendations (20%)
 - The firm must demonstrate experience in developing Planning Level and Design Level Intervention Recommendations based on inspection data and condition assessment results. This includes the ability to prioritize assets, recommend appropriate rehabilitation, replacement, or maintenance strategies, and provide cost-effective solutions that align with the City's Asset Management goals and regulatory requirements.
- Expertise in Data Management and GIS for Wastewater Assets (15%)
 - The interested firm is required to demonstrate and document their expertise in developing inventory and geographical information system (GIS) layers and databases for wastewater assets to document asset location and inspection findings. The wastewater assets include, but are not limited to, manholes, large diameter interceptors, siphons, gravity mains, force mains, pressure sewers, and siphons. Expertise in assigning work to contractors and collecting and managing inspection data using a computerized maintenance management system (CMMS).
- Experience in Public Relations, Outreach, and Regulatory Compliance (10%)
 - The interested firm is required to demonstrate and document their experience in public relations & outreach, permitting requirements & processing, coordination & compliance with Federal, State and Local regulations and agencies during all project phases.
- Overall Team Approach with Minority/Women Business Enterprises (10%)
 - The interested firm is required to demonstrate and document their experience in developing and managing an overall contract team with both Minority and Women Business Enterprises.
- Expertise in Access Requirements and Right-of-Way/Entry Permits (10%)
 - The interested firm is required to demonstrate and document their expertise and capacity in determining access requirements and developing temporary and permanent access road plans and initiating and obtaining right-of-way/right-of-entry permits necessary to perform inspections.
- Expertise in Developing Bid-Ready Contract Documents (10%)
 - The interested firm must demonstrate expertise and capacity to develop construction-ready documents, including plans and designs for emergency repairs identified during inspections. In addition, the firm must be capable of preparing bid-ready contract documents—including plans, specifications, cost estimates, schedules, and other supporting materials—necessary for the procurement of construction contractor services related to planned wastewater system rehabilitation and replacement projects.

- Understanding and adhering to Baltimore City Modified Consent Decree (5%)
 - The interested firm must demonstrate a clear understanding of the Baltimore City MCD, particularly the requirements outlined in Paragraph 13 – Collection System Operation and Maintenance. The firm should document relevant experience working under similar regulatory frameworks and show its ability to comply with all applicable requirements and deadlines to ensure timely completion of associated scoped work.

Submittal Process

Each Firm responding to this Request for Proposal (RFP) Project #1418 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 March 13, 2026** . 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 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. 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 **9%**
 The WBE goal is **5%**

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 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 this RFP who do not follow the 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 any of the guidelines of this advertisement will cause disqualification of the submittal 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 23, 2026

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