



**REQUEST FOR QUALIFICATIONS
FOR
CITY OF WADSWORTH, OHIO
2025-407
CONSTRUCTION MANAGER AT RISK
SERVICES FOR DOWNTOWN
INFRASTRUCTURE PROJECT**

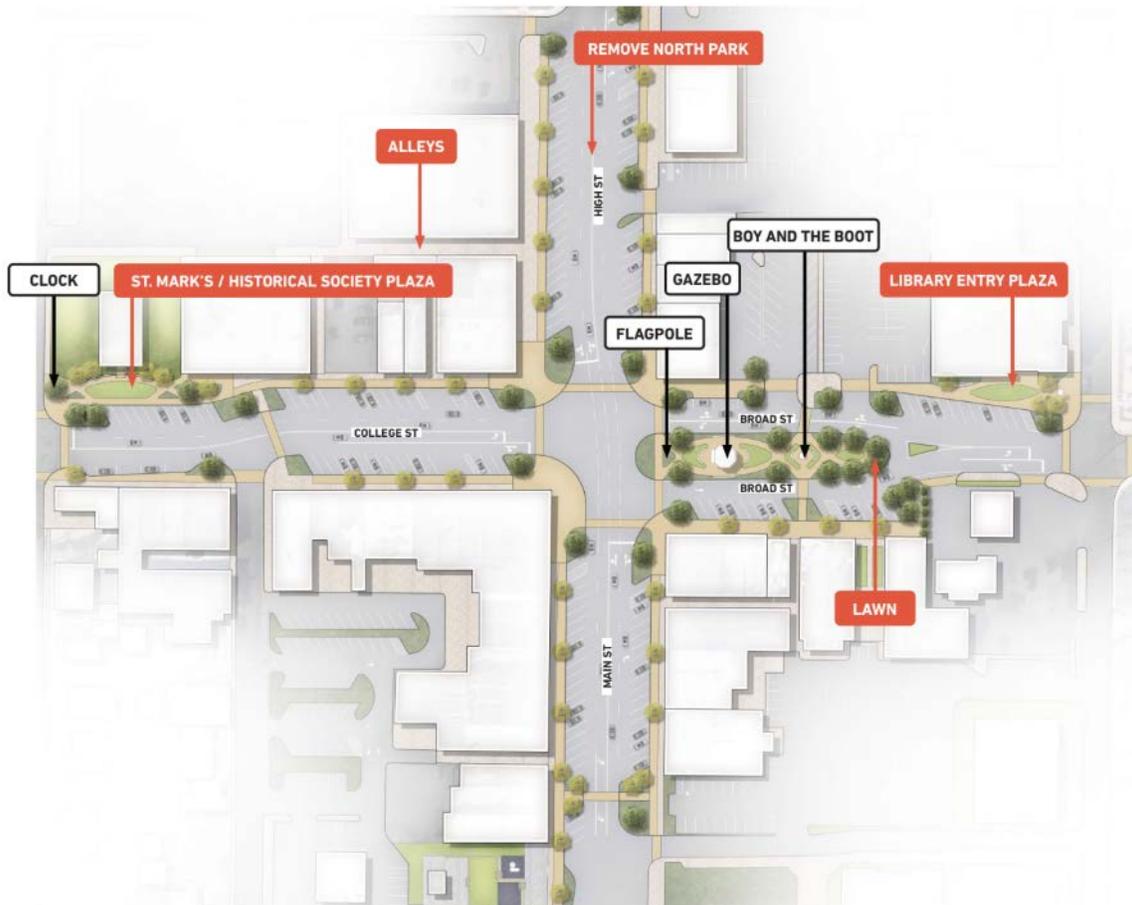
FEBRUARY 2025

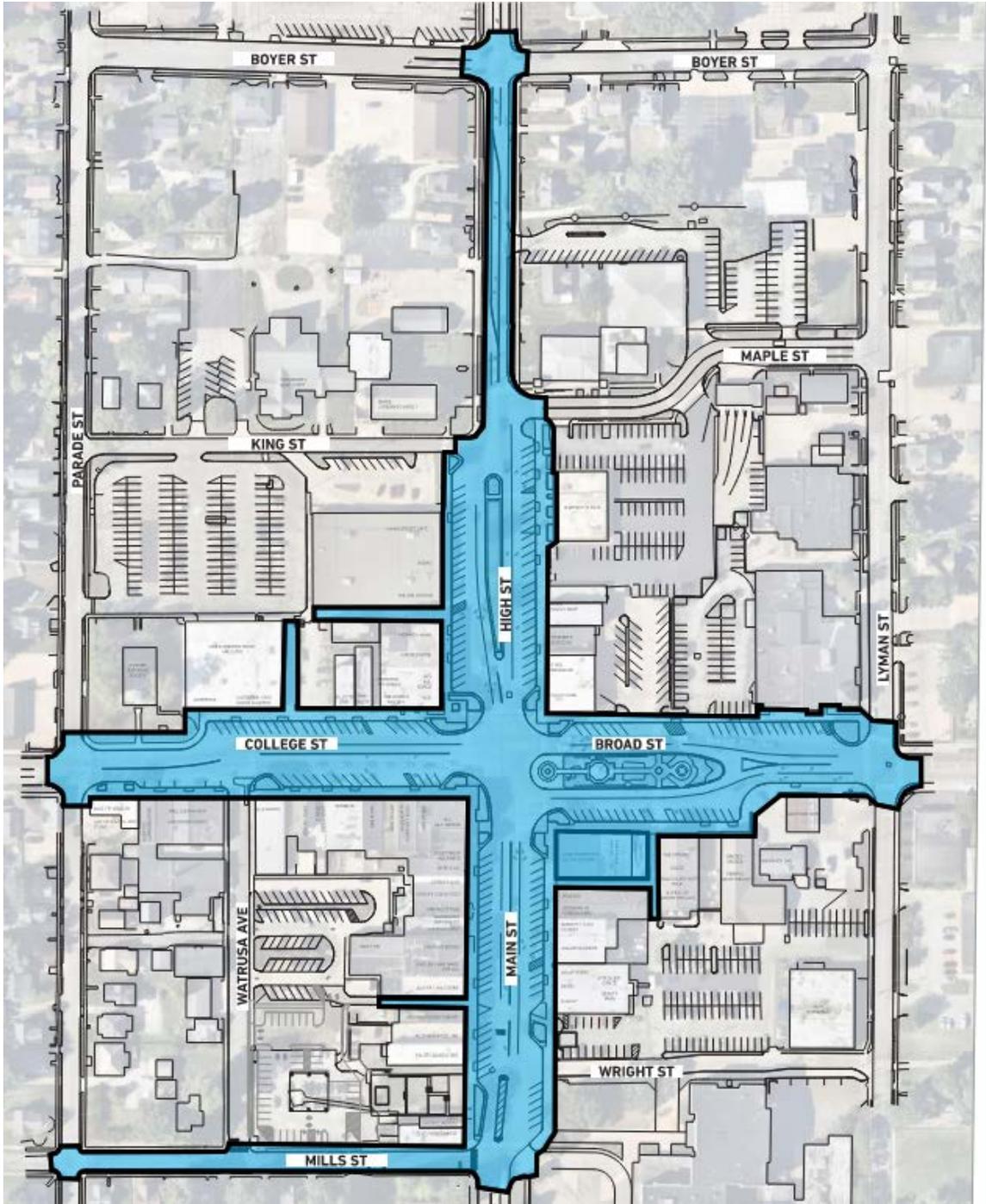


INTRODUCTION:

Pursuant to the Ohio Revised and Administrative Codes, and subject to the conditions and specifications herein, the City of Wadsworth, Ohio is soliciting qualifications from firms (hereinafter “firm” or “firms”) interested in providing pre-construction and construction services as a “Construction Manager-at-Risk” (hereinafter “CMAR”) for the Downtown Infrastructure Project. Firms with relevant CMAR experience and qualifications are encouraged to submit Statements of Qualifications. The purpose of the RFQ process is to identify the most qualified firm.

The Downtown Infrastructure Project is a public improvement initiative that will replace aging underground utilities and implement coordinated streetscape enhancements within the City’s downtown core. The project generally includes the east–west corridor of College Street and Broad Street from North Pardee Street to North Lyman Street (approximately 1,060 linear feet) and the north–south corridor bounded by Maple Street and Mills Street (approximately 950 linear feet), with construction anticipated to begin in 2026. Schematic representations of streetscape elements and the project area are shown below.





BACKGROUND

The City of Wadsworth is located in northeast Ohio and encompasses approximately 11.3 square miles in the southeast corner of Medina County. Incorporated in 1931, Wadsworth is one of three cities in Medina County. While classified within the Cleveland–Elyria metropolitan statistical area, the City is more commonly associated with the Akron–

Canton region. Wadsworth has been the fastest-growing city in Medina County over the past decade and is among the fastest-growing cities in Ohio.

Much of Downtown Wadsworth's water, sanitary sewer, and stormwater infrastructure is more than a century old and has reached the end of its service life. Replacement of these systems is necessary to maintain reliable service, accommodate continued growth, and reduce long-term operational and maintenance risks.

The Downtown Infrastructure Project will integrate critical underground utility improvements with surface-level enhancements intended to strengthen the downtown's functionality, safety, economic vitality and character. The project scope will include replacement of aging water distribution, sanitary sewer, and stormwater systems; fiber-optic pathways, traffic signals, streetscape improvements such as expanded sidewalks, improved pedestrian crossings, pedestrian beacons/signals, enhanced street trees, landscaping, and ADA-compliant features.

The project scope and budget have been established following significant outreach with downtown property and business owners, as well as members of the general public. The City's engineering consultant is currently designing the project and anticipates that infrastructure components of the project design will be completed in the spring of 2026. The project's construction schedule is accelerated due to already scheduled ODOT-funded paving work to be bid separately from this CMAR scope of work and completed by the end of 2027.

Due to the complexity of replacing utilities within an active and growing downtown, the City has elected to use the Construction Manager at Risk (CMAR) delivery method to support early contractor involvement, constructability review, cost control, and phased construction planning. The selected CMAR firm will be expected to work collaboratively with the City, design and engagement professionals, utility providers, and stakeholders during preconstruction and construction phases. CMAR services are anticipated to include constructability reviews, cost estimating and value analysis, schedule development, risk identification, maintenance-of-traffic planning, phasing strategies to minimize disruption to downtown businesses, residents and property owners, collaboration on communication and engagement support, and development of a Guaranteed Maximum Price (GMP).

PROJECT DELIVERY METHOD:

The project will be constructed using the CMAR project delivery format generally described below pursuant to Ohio Revised Code Sections 9.33 through 9.334 and other applicable state and local laws. The Agreement between the City and CMAR is anticipated to have a basis of payment that is the Cost of Work plus a Fee with a Guaranteed Maximum Price, ("CMAR Agreement").

(i) **Pre-Construction Services:**

The CMAR will provide preconstruction phase services for the Project. The CMAR will work cooperatively with the City, Design and Communication/Engagement

Team, and will provide, among other services, cost estimating, budgeting, value engineering, constructability review, scheduling, a GMP, community outreach coordination, and pre-construction planning. The CMAR shall provide recommendations with regard to accelerated or fast-track scheduling, procurement, and phased construction.

As the drawings and specifications (“Construction Documents”) are completed, the CMAR will work together with the Design Team to reduce any allowances and clarifications of the Construction Documents to writing and submit them to the City. The CMAR shall submit to the City and Design Team its GMP and its clarifications and assumptions based on the Construction Documents (the “GMP Proposal”). The final negotiated GMP shall not exceed the total Project budget established. If the proposed GMP exceeds such budget, then the City may at its discretion either modify the project scope or terminate the CMAR Agreement and select an alternative delivery method for the Project.

(j) Construction Phase Services:

The parties will engage in an “open book” pricing method in which the City shall have access to all books, records, documents, and other data in the CMAR’s possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing, or performance of the CMAR Agreement. The CMAR shall construct the Project pursuant to the construction documents and in accordance with the Project bidding schedule requirements. The CMAR shall select subcontractors based on competitive pricing submitted by prequalified subcontractors as established by state law and in accordance with criteria approved by the City. The CMAR shall hold all subcontracts and shall be fully responsible for the means and methods of construction, project safety, project completion within the project schedule agreed upon in the pre-construction phase, monitoring compliance with all equal employment and prevailing wage requirements, and submitting monthly reports of these activities to the City. The CMAR shall be the primary point of contact for and shall regularly be in contact with local property owners, businesses and tenants who are affected by the construction. The construction schedule shall accommodate major events in the downtown core, as well as minimize negative impacts to local property owners, tenants, businesses and access thereto.

(k). Communication, Coordination and Advance Notice

1. Any planned work requiring a service interruption or outage shall be performed at a time of day that is deemed by the City to be the least impactful to the affected parties. All outage/service interruptions require a minimum 5-day notice and written authorization from the Property Owner prior to execution.

2. Unscheduled interruptions shall be communicated immediately to the City of Wadsworth (and impacted property owners, businesses, and tenants as needed), so appropriate action can be taken. Should an incident occur during off hours, the contractor is responsible for initiating their emergency response plan and notifying the City in addition to any emergency services that may be necessary to minimize any interruptions.
3. MurphyEpson, a communication and engagement firm, is on the Design Team to assist with keeping business owners and other stakeholders informed. The CMAR must have sufficient staff to coordinate regularly with the City staff and MurphyEpson to disseminate timely, accurate information, and anticipate and respond to stakeholder concerns as they arise.

PROPOSAL FORMAT AND REQUIREMENTS:

Statements of Qualifications must include information regarding the following general evaluation criteria, which the City will use to select and rank firms.

1. Brief description of history and capabilities of the firm.
2. Qualifications and experience of individual firm members who have been identified to work on this project. Include length of time with firm, a description of experience they have had on similar projects, a list of similar projects they have completed, professional discipline and any other information the City may find useful in evaluating the firm's qualifications, and explain all firm members' proposed roles on this project.
3. Identify the proposed project lead and firm members having a major role in the project and the firm principal possessing the firm's contractual authority for this project.
4. Describe the firm's track record constructing multi-disciplinary infrastructure projects with minimal change orders, that were on budget and demonstrated construction quality, responsive and thorough projects performed for other municipalities or government agencies.
5. Describe the firms' use of technology and how it will be used on this project.
6. Statement of affirmation that the team has significant resources and availability to meet the city's proposed project schedule and objectives.
7. Provide an outline of a proposed schedule, showing tasks, milestones, deliverables, including review meetings with Design Team and City project staff.
8. Provide a brief explanation of your team's CMAR philosophy and approach that would be used in the City's project. Identify items that your firm feels could delay project schedule. Maintaining two-way traffic on these roadway segments is

- important to the City. Describe your team's best practices for maintaining a safe construction work zone.
9. The downtown area has many parking lots, on street parking spaces, and front pedestrian entries that are critical access points for local businesses and customers. Describe what strategies have worked on past projects, or that could be incorporated on this project to maintain parking and pedestrian access for the businesses and downtown.
 10. The CMAR may have limited space allocated within the downtown area for material storage and staging within work zones. Describe what strategies have worked on past projects, or that could be incorporated on this project to minimize disruption downtown while efficiently executing this project.
 11. Provide a brief explanation of your team's construction documentation process and reports to the owner.
 12. Provide a brief explanation of your team's ability to coordinate and communicate with multiple end users (business & property owners, residents and different municipal governing bodies) to alleviate concerns regarding project work areas.
 13. Describe any process used to creatively engage business owners, residents and different municipal governing bodies and other stakeholders in all stages of construction and/or experience working with communication and engagement teams on construction projects.
 14. Provide evidence of the Firm's capacity to provide bonding in the amount of the Project's construction budget, evidence of the Firm's workers' compensation insurance, and a copy of the Firm's certificate of insurance showing the Firm's current limits of liability for employer's liability, commercial general liability, business automobile liability and professional liability.

In order to simplify the evaluation process, the proposals shall be organized in the following format:

1. **Cover Letter (one page maximum):** The letter shall be signed by a principal or other member of the CMAR firm who is authorized to contractually bind the firm and to negotiate a contract with the City. Provide name, title, address, email, and telephone number of the authorized person and the contact, if not the same individual.
2. **Project Understanding and Approach:** Provide a narrative description of the project based on the Scope of Work presented in the RFQ.
3. **Communication/Coordination Approach:** Describe how the firm plans to work with the City, downtown business, property owners and residents to maintain access through work areas, to available public parking, and planning around City

events. Include recommendations on how best to coordinate with the designated Communication and Engagement Team.

4. **Team Qualifications:** Brief description of qualifications, the education, geographic location, and experience of the Project lead and team assembled for this project.
5. **Comparable Project Experience:** List the firm's specific experience with multi-disciplinary infrastructure projects completed in Ohio of a similar scope, complexity and size (no more than 5 projects). For each listed project, provide duration and completion year, references (names, email, and phone numbers), estimated and completed project cost, duration of construction, which firm members performed the work and the role each played in the referenced project.
6. **Proposed Project Schedule:** The schedule must show substantial completion no later than **October 1, 2027**. If the CMAR applicant does not believe the proposed timeframe is possible, include justification and a proposed schedule. If the CMAR believes the work can be completed in less than the 16-month timeframe please indicate the proposed schedule and potential milestones that can be accelerated.
7. **Proximity to Project Site:** Provide the location of the CMAR's facilities ~~firm~~ relative to the Wadsworth downtown.

INSTRUCTIONS TO PROPOSERS:

Proposals must be received no later than **2:00 p.m. EST, Tuesday, March 3, 2026**. Six (6) hard copies and one electronic copy shall be submitted. Proposals are to be addressed to Wadsworth City Engineer, City of Wadsworth, City Hall, 120 Maple Street, Wadsworth, Ohio 44281.

Please direct all inquiries to the City Engineer, Glenn Davis, PE, CFM, at gdavis@wadsworthcity.org.

SELECTION PROCESS:

Upon completion of the scoring and ranking of the written submittals, the City may make a selection based on the following selection criteria. Alternately, the City may select the top ranked firms to deliver a presentation to provide further clarification of their capabilities, experience, and approach. The top-ranked firm will enter into contract negotiations with the City pursuant to ORC 9.332 and other applicable state and local laws. The City reserves the right to reject any or all proposals and to waive any and all irregularities to choose the firm which, in the City's opinion, best serves the City's interests.

SELECTION CRITERIA:

Proposal will be evaluated based on completeness of the items identified in this RFQ and the extent to which the CMAR is likely to be able to achieve the desired results. Proposals will be evaluated based on the following criteria.

Proposal Section	Available Points
Project Understanding and Approach	20
Communication/Coordination Approach	20
Project Manager and Team Qualifications	20
Comparable Project Experience	10
Ability to Meet Project Schedule	20
Proximity to Project Site	10
Total	100

CMAR SELECTION SCHEDULE:

A following accelerated schedule is preferred for conducting this Construction Manager selection process. The City reserves the right, however, to modify this schedule at any time.

Proposals Due	March 3, 2026
Interviews and Presentations if required	March 9, 2026
Complete Selection and Negotiation	March 18, 2026