



Village of North Baltimore

205 North Main Street, North Baltimore, OH 45872

Phone (419)257-2394 Fax (419)257-2457

REQUEST FOR QUALIFICATIONS GENERAL ENGINEERING SERVICES

RFQ Issue Date: February 24, 2026

Statements of Qualifications Due: March 26, 2026 at 4:00 PM

1. Introduction

The Village of North Baltimore, Ohio is soliciting Statements of Qualifications from qualified professional engineering firms to provide general municipal engineering services on an as-needed basis through December 31, 2026. Selection will be conducted using a qualifications-based process in accordance with ORC. Cost proposals shall not be submitted. The Village may select one or more firms per service category.

2. Scope of Services

Services may include planning, studies, engineering reports, design, bidding assistance, construction administration and observation, regulatory coordination, grant assistance, and capital improvement planning. Assignment of any task is not guaranteed and will be made at the sole discretion of the Village.

3. Service Categories

Firms may submit qualifications for one or more of the following:

Water Treatment and Distribution — Planning, design, and construction support for water treatment, storage, distribution, and pumping facilities.

Wastewater and Stormwater Systems — Planning, design, and construction support for wastewater treatment facilities, sanitary sewer collection systems, pump stations, and stormwater management infrastructure.

Transportation and Municipal Infrastructure — Roadways, alleys, sidewalks, shared-use paths, ADA compliance, drainage, traffic studies, signage, pavement management, streetscape improvements, and right-of-way plans. ODOT-related projects require current prequalification.

Railroad and FRA-Regulated Services — Railroad-related engineering services including FRA quiet zone feasibility analysis, risk index calculations, diagnostic coordination, and required notices. Firms must demonstrate direct quiet zone experience.

Community Development Block Grant and Grant Administration — Administration of CDBG and other state or federally funded programs including grant applications, environmental review documentation, compliance oversight, financial reporting, and project closeout. Firms must demonstrate Ohio CDBG experience.

4. Task Assignment and Contracting

Assignments during 2026 will be based on qualifications, capacity, and past performance. Selection under this RFQ does not constitute a contract. Agreements may be executed on an as-needed basis or through authorized purchase orders, subject to Council approval and compliance with ORC and applicable funding requirements. The Village reserves the right to negotiate scope and compensation.

5. Statement of Qualifications

Submissions shall include firm contact information; description of services; service categories submitted; qualifications of key personnel; subconsultants; relevant project experience and references; experience with Ohio municipalities and publicly funded projects; proof of Ohio professional licensure; current workload and capacity; and ODOT prequalification if applicable.

6. Evaluation

Submissions will be evaluated on relevant experience, personnel qualifications, municipal project experience, past performance, and capacity to perform the work. The Village may conduct interviews prior to selecting the firm(s) with whom it will enter negotiations.

7. Submissions shall not exceed 10 pages per service category, excluding resumes and certifications. Statements shall be submitted electronically in PDF format to:

Josh Bender, Village Administrator
nbadmin@northbaltimore.gov
419-314-0195 (mobile)

Submissions must be received no later than March 26, 2026 at 4:00 PM. Late submissions will not be considered. Questions must be submitted by March 19, 2026 at 4:00 PM.

8. Reservation of Rights

The Village reserves the right to amend or cancel this RFQ, waive informalities, reject any or all submissions, and select the firm or firms determined to be most qualified. Issuance of this RFQ does not obligate the Village to enter into a contract or assign work.