

**REQUEST FOR QUALIFICATIONS  
CITY OF CANTON  
PROFESSIONAL ARCHITECTURAL/ENGINEERING SERVICES**

The City of Canton intends to contract for Professional Architectural/Engineering Services for the design of clinic and office space for the Canton City Health Department and general office space for future use on the first and second floors of the existing building located at 420 Market Avenue North, Canton, Ohio 44702 (the Sears Building).

**Preliminary Project Description**

**General Information**

- Project Name: Health Department Remodel
- Location: Sears Building - 420 Market Avenue North, Canton, Ohio 44702
- Estimated Overall Design and Construction Project Cost: Approximately \$1.5 million
- Estimated Project Time: Approximately 12 months

**Professional Design Services Needed**

*Second Floor (Phase 1)*

The design of approximately 32,000 sq. ft. of vacant space on the second floor of this location.

- Entrances and exits
- Office space for administrative duties of the Canton City Health Department
- Office space reserved for future use and development
- Office space for Vital Statistics operations of the Canton City Health Department
- Training and meeting areas
- Storage areas
- Fully ADA accessible and compliant

*First Floor (Phase 2)*

The design of approximately 10,000 sq. ft. of existing clinic and office space located on the first floor of the above referenced building including:

- Entrances and exits
- Clinic space for nursing clinics
- Clinic space for WIC clinics
- Support areas for clinic operations
- Fully ADA accessible and compliant

**Questions concerning the scope of the work should be directed to  
Mr. James Adams, RS, MPH, Health Commissioner  
Canton City Health Department  
330-438-4623**

**\*\*\*Additionally, there will be a non-mandatory walk through for the benefit of\*\*\*  
interested firms on Tuesday, October 8 at 10:30 AM.**

## **Statement of Qualifications**

### **Requirements**

Please provide a statement of qualifications including the following information:

- Information regarding the firm's history
- Education and experience of owners and key technical personnel who will be assigned this project
- The technical expertise of the firm's current staff
- The firm's experience with similar projects
- Types of services offered by the firm
- Current project underway and availability of staff
- References
- Previous work performed for the City of Canton

### **Deadline and Submission Procedures**

Firms interested in being considered for this contract must provide this statement of qualifications by **12:00 P.M. on Monday, October 14**. Statements received after this deadline will not be considered. Please submit three (3) copies of your statement of qualifications to the following:

**Mr. Randy Dublikar, Purchasing Director  
City of Canton Purchasing Office  
Sixth Floor  
218 Cleveland Ave. SW  
Canton, OH 44702**

### **Evaluation and Next Steps**

Responding firms will be evaluated and ranked pursuant to Ohio Revised Code Sections 153.65-.73 based on the above criteria. Upon the completion of this evaluation process, the City of Canton will enter into contract negotiations with the firm receiving the highest ranking.

After professional design services have been rendered, the City will seek bids for the construction portion of the remodel. The chosen firm will aid the City throughout this process.

The City of Canton's Board of Control reserves the right to reject any and all proposals and to accept the proposal deemed most beneficial to the City of Canton.

**By order of the Director of Public Safety  
Andrea Perry**

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