



**City of Johnstown, Ohio  
599 S. Main Street  
Johnstown, OH 43031**

**(740) 967-3177 | [www.johnstownohio.org](http://www.johnstownohio.org)**

**REQUEST FOR QUALIFICATIONS (RFQ)**

**General Engineering Services**

**City of Johnstown, Ohio**

## **1. INTRODUCTION**

The City of Johnstown, Ohio ("City") is soliciting Statements of Qualifications (SOQs) from qualified professional engineering firms to provide General Engineering Services on an as-needed basis. The selected firm(s) will support the City with a broad range of municipal engineering, planning, and infrastructure-related services.

This RFQ is issued in accordance with applicable provisions of the Ohio Revised Code, including the Qualifications-Based Selection (QBS) process. Compensation will be negotiated with the most qualified firm(s) following selection.

## **2. BACKGROUND**

The City of Johnstown is a rapidly growing community in central Ohio experiencing increased residential, commercial, and industrial development activity. The City is undertaking and planning numerous infrastructure improvements involving water, wastewater, stormwater, transportation, utilities, and public facilities.

## **3. SCOPE OF SERVICES**

The selected firm(s) will provide general municipal engineering services, which may include, but are not limited to:

### **A. General Engineering & Advisory Services**

- Serve as City Engineer or City Engineer's representative, as requested
- Provide technical advice and recommendations to City staff, City Council, and boards/commissions
- Attend meetings, workshops, and public hearings as needed
- Review and comment on development proposals and infrastructure plans

### **B. Planning & Design Services**

- Preliminary engineering studies and feasibility analyses

- Preparation of plans, specifications, and cost estimates
- Utility infrastructure planning (water, wastewater, stormwater)
- Roadway and transportation engineering
- Site civil engineering related to public improvements

#### C. Development Review & Permitting

- Review civil engineering plans for private development projects
- Coordinate with developers, consultants, and City departments
- Assist with permitting and agency coordination
- Review stormwater management, grading, erosion control, and utility plans

#### D. Construction Phase Services

- Construction administration and inspection
- Review contractor submittals and pay applications
- Field inspections and reporting
- Project close-out documentation

#### E. Grant & Funding Assistance

- Assistance with OPWC, OWDA, and other state/federal funding programs
- Preparation of technical exhibits and cost estimates
- Coordination with funding agencies

### 4. MINIMUM QUALIFICATIONS

Firms must be registered and authorized to provide professional engineering services in the State of Ohio and demonstrate experience providing municipal engineering services for public entities.

### 5. STATEMENT OF QUALIFICATIONS REQUIREMENTS

Submissions shall include:

- Cover letter signed by an authorized representative
- Firm profile and office locations
- Relevant municipal experience
- Key personnel and resumes
- Approach and capacity
- At least three public-sector references

### 6. EVALUATION CRITERIA

Qualifications will be evaluated based on experience, personnel, understanding of municipal needs, responsiveness, and past performance.

### 7. SELECTION PROCESS

Selection will follow the Ohio Qualifications-Based Selection process, including evaluation, optional interviews, ranking, and fee negotiation.

## 8. SUBMISSION INSTRUCTIONS

Submission Deadline: [2/15/2026]

Format: One electronic PDF

[sstaneart@johnstownohio.org](mailto:sstaneart@johnstownohio.org)

Submission Address:

City of Johnstown

Attn: City Manager

599 S. Main Street

Johnstown, Ohio 43031

## 9. QUESTIONS & ADDENDA

All questions shall be submitted in writing to the City. The City may issue addenda as necessary.

## 10. RESERVATION OF RIGHTS

The City reserves the right to reject any or all submissions, waive informalities, and modify or cancel this RFQ.