Gallipolis Developmental Center – Culvert Replacement

Solicitation: SRC0000042833

Purpose: This solicitation is for the replacement of a culvert located at the Gallipolis Developmental Center, 2500 Ohio Avenue, Gallipolis, Ohio 45631

RFQ Schedule:

- RFQ Issued: 11/4/2026
- Inquiry Period Begins: 11/4/2026
- Site Visit: 11/17/2026 at 10:00 a.m.
- Inquiry Period Ends: 11/19/2026 at 4:00 p.m.
- Quotes Due: 11/20/2026 at 8:00 a.m.

Site Information:

Gallipolis Developmental Center
2500 Ohio Avenue
Gallipolis, Ohio 45631

Site Visit:

A site visit is **required** to view the exact scope of work, at which time potential bidders may review culvert replacement.

The site visit will be conducted at the Gallipolis Developmental Center
Site Visit Date: 11/17/2026
Site Visit Time: 10:00 a.m.
Potential bidders for the site visit shall check in at the administration building upon arrival and ask for Josh Staton, Maintenance Superintendent.

Specifications:

Culvert repair/replacement please see below for scope of work.

Scope of work:

The contractor shall remove and replace an existing 48-inch culvert approximately 60 foot in length and located approximately 10 feet below existing grade.

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Existing culvert removal:

The contractor shall:

- Remove the existing 48-inch diameter culvert, approximately 60 foot in length.
- Excavate as necessary to expose and remove the existing culvert.
- Dispose of the removed culvert and associated debris in accordance with applicable requirements.
- Examine existing trees in and immediately adjacent to the work area and remove trees as necessary to safely complete the work.

Ditch preparation and new culvert installation:

The contractor shall:

- Prepare and grade the existing ditch to receive the new culvert.
- Install a new 48-inch diameter plastic culvert approximately 60 feet in length.
- Ensure the new culvert is properly aligned and positioned within the prepared ditch.
- Complete installation in a manner that maintains proper drainage through the culvert.

Backfill and compaction:

The contractor shall:

- Backfill around and over the new culvert using DOT 304 rock.
- Places backfill in one-foot lifts.
- Compact each lift to the applicable standard road compaction.
- Continue backfilling to restore the area to the required grade.

  Replace asphalt as needed to complete existing road.

Requirements:

No work on the equipment covered herein shall be done by subcontractors unless prior approval is obtained from Gallipolis Developmental Center. Contractor must use trained and qualified personnel directly employed and supervised by him/her, preferably the same technician for each time of service. The bidder shall be regularly engaged in the business of culvert replacement.

The contractor shall maintain all necessary licenses, certifications, and registrations throughout the term of the awarded contract. Contractor shall perform all services with reasonable care, skill

and diligence as would normally be provided by an experienced consultant and in accordance with industry standards.

Gallipolis Developmental Center is a Medicaid-certified Intermediate Care Facility for Individuals with Intellectual Disabilities (ICF/IID), operated by the Ohio Department of Developmental Disabilities (DODD), serving individuals with developmental and other disabilities. All individuals to be providing services on the grounds of any DODD Developmental Center shall have not been found guilty of, or pleaded guilty to, any offense set forth in Section 5123.08(1), (2), or (3) of the Ohio Revised Code; nor employ any person to provide services under this RFP who has been found guilty of, or pleaded guilty to any offense set forth in Section 5123.081(1), (2), or (3) of the Ohio Revised Code. The person(s) providing services under this contract will be subject to a criminal background check prior to performing any services at any DODD Developmental Center.

Awarded Contractor shall certify that all its employees, while working at any DODD Developmental Center, will not purchase, transfer, use, be under the influence of, or possess illegal drugs or alcohol, or abuse prescription drugs in any way. Contractor shall comply with all applicable provisions of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA), both in the provision of specified services and in its employment practices.

Contractor shall not be subject to an “unresolved” finding for recovery under Section 9.24 of the Ohio Revised Code. If there is a finding for recovery, the Contractor’s submission will be rejected.

All contract work must be completed during the hours of 7:00 A.M. and 3:30 P.M., Monday through Friday, unless prior arrangements are made with the Developmental Center’s project contact person. Contractor shall complete work for each specific job/task on consecutive days, this includes installation work.

The contractor must always keep the work area safe and must provide and use OSHA-approved barricades for any work that is exposed to the public. Contractor must always secure his tools and materials. Contractor must clean his work area of all refuse and scrap materials at the end of each workday.

The contractor must provide all parts, labor and fees associated with acquiring any necessary permits as required to complete this project-.

Inquiries:

From the issuance date of this solicitation, until a contract is awarded to a bidder, there may not be communications concerning the RFQ between any supplier who expects to submit a quote, and any employee of DODD involved in the issuing of the RFQ. The only exception is provided through the submission of written requests for clarification/interpretation via the RFQ through the OhioBuys website during the inquiry period.

Prospective bidders may make inquiries or seek clarifications regarding this RFQ any time during the inquiry period listed in the solicitation Calendar of Events. To make an inquiry, prospective bidders must use the Inquiry tab on the solicitation in OhioBuys to submit all inquiries or seek clarification.

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Prospective bidders submitting inquiries will receive an immediate acknowledgement by e-mail that their inquiry has been received. **The prospective bidder who submitted the inquiry will not receive an e-mail response to the question but will need to view the response on the OhioBuys website where it will be posted for viewing by all prospective bidders.**

Attachments to an inquiry are not visible to DODD, so please include all questions in the inquiry description field.

DODD will try to respond to all properly posed inquiries within 48 hours, excluding weekends and state holidays. DODD will not respond to any inquiries received after the date and time indicated on the RFQ. Prospective bidders who attempt to seek information or clarifications verbally will be directed to reduce their questions to writing in accordance with the terms of this RFQ and state purchasing policy. No other form of communication is acceptable, and use of any other form of communication or any attempt to communicate with DODD staff or any other agency of the State to discuss this RFQ may result in the bidder being deemed ineligible.

Bid Submittal: Bidders must complete the "Item Grid" and attach an electronic copy of their quote within the solicitation in Ohio Buys. The quote must include all parts, labor and fees associated with acquiring any necessary permits required to complete this project.

Permits:

The contractor is responsible for obtaining all permits required by the appropriate authority having jurisdiction (AHJ) for each project. The Agency will reimburse the contractor at actual cost for all required permits. The contractor is solely responsible for determining and interpreting the permitting requirements applicable to each specific project. The contractor shall provide the Agency will all the permits obtained prior to commencing any work. No work may begin until the Agency has received and acknowledged receipt of these permits.

If the contractor fails to obtain required permits and is subsequently found in violation by the AHJ, the contractor shall bear all associated costs, including but not limited to labor, permit fees, stamped construction drawings, and any corrective actions necessary to secure proper permitting.

The contractor must include copies of permit invoices issued by the AHJ along with the contractor's invoice to the Agency to verify actual permit costs.

The contractor shall provide the Agency with sufficient notice of any scheduled inspections so that the Agency can ensure the work area is accessible and available. Upon completion of work, the contractor shall provide the Agency with copies of all inspection reports and approvals.

Prevailing Wages:

When the project exceeds the prevailing wage threshold levels, the contract is subject to Ohio Prevailing Wage Laws, Chapter 4115 of the Ohio Revised Code and the Contractor shall comply with all provisions contained therein. By submitting a bid, the bidder guarantees that the prevailing

wage scale to be paid to all labor employed on the contract shall be in accordance with the published schedule of the prevailing hourly wage and fringe benefits ascertained and determined by Ohio Department of Commerce, Wage and Hour Bureau for the county in which the work is being performed. The following links will provide information on prevailing wage requirements, rates, and laws.

Prevailing Wage Threshold Levels:

https://com.ohio.gov/divisions-and-programs/industrial-compliance/wage-and-hour/guides-and-resources/prevailing-wage-threshold-levels

Prevailing Wage Rates:

Contractor shall be responsible for verification of current classification rates for work location(s). Prevailing wage rates may change throughout the life of the project, and it is the responsibility of the contractor to be in line with current rates.

Bidder may access the Ohio Department of Commerce, Wage & Hour Bureau at its website, https://wagehour.com.ohio.gov/w3/webwh.nsf/wrlogin/?openform, to obtain the current wage rates.

Time of Performance:
The initial awarded contract is estimated to become effective on December 1, 2026, and remain effective through June 30, 2027, or until terminated as provided in the contract.

Evaluation / Award: Bids will be evaluated, and the contract will be awarded to the lowest responsive and responsible bidder as determined by the agency.

Attachments:
The following attachments must be completed and submitted as part of the bidder's quote in OhioBuys in order to be considered for award.

- **Standard Affirmation and Disclosure Form - Required**
  The Standard Affirmation and Disclosure Form attached to the RFQ must be completed, signed by an authorized official of the bidder's organization, and submitted with any quote to be considered.

- **Contractor Information Form - Required**
  The Contractor Information Form attached to the RFQ must be completed and submitted with any quote to be considered.

- **Contractor Certification Statement Form – If Applicable**
  All bids will be considered for preferences, with Bidders being able to qualify for any number of preferences (i.e., Buy American, Buy Ohio, and VBE). If a bidder is claiming preferences, the Certification Statement Form must be completed and submitted with the quote for it to be applied to quote evaluation.