



City of Cleveland
Frank G. Jackson, Mayor

Department of Public Utilities
Division of Water
1201 Lakeside Avenue
Cleveland, Ohio 44114-1175
(216) 664-2444
www.clevelandwater.com



October 2, 2024

Dear Invited Proposer:

The City of Cleveland (City), Department of Public Utilities (DPU), Division of Water (CWD) is soliciting proposals from qualified, backflow management firms to provide professional services for the Backflow Data Management Program. The attached Request for Proposal (RFP) is intended to procure these services for CWD. The RFP is available through the OpenGov web portal, the City of Cleveland's new, electronic software host for RFP management. The OpenGov web portal can be accessed using the below link:

<https://secure.procurenw.com/portal/clevelandoh>.

The proposed project requires backflow data management services such as database design, the processing of test and maintenance forms via a secured website, mailing notices and second notices to our customers with backflow devices, and preparing reports to be used to report to the Ohio EPA. DPU intends to award one contract, with a contract term of three years, with two, one-year options to renew.

A Pre-Proposal Conference will be held on Friday, October 11, 2024 @ 2:00 P.M. ET via WebEx, 1-415-655-0003, Access Code – 2304 023 8258. Interested parties may submit or ask questions pertaining to the enclosed RFP and the services desired. Proposers are encouraged to attend the conference, although attendance is not mandatory. The last day for questions is Thursday, October 24, 2024, by 12:00 P.M.

Your proposal must be submitted to DPU, by 12:00 P.M. on Friday, November 1, 2024, via the OpenGov web portal. No proposals will be accepted after that date and time unless the City extends the deadline by a written addendum.

The City reserves the right to reject any or all proposals or portions of them, to waive irregularities, informalities, and technicalities, to re-issue or to proceed to obtain the services desired otherwise, at any time or in any manner considered in the City's best interests. The Director may, at his sole discretion, modify or amend any provision of this notice or the RFP.

If you have any questions, please submit them via the Questions & Answers tab in the Open Gov web portal. Thank you for your consideration of DPU's needs for professional services.

Sincerely,

Martin J. Keane, Director
Department of Public Utilities