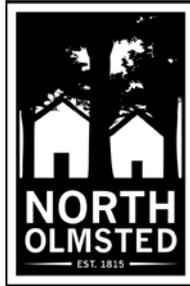


CITY OF NORTH OLMSTED
Mayor Kevin M. Kennedy



Request for Qualifications

Posting Date: October 31, 2016
Response Due Date: November 18, 2016
PID 95109

The City of North Olmsted seeks Statements of Qualifications (SOQs) from qualified firms to perform design engineering work for the North Olmsted Signal System Phase 2 Project. The services include preparation of construction contract plans for twenty-two (22) traffic signals throughout the City of North Olmsted. All signals within the City of North Olmsted will be either replaced or upgraded. To be eligible for consideration, the proposing firm must be capable of providing the services as set forth herein and must also meet all other criteria outlined in this RFQ.

Estimated Construction Cost: \$4,006,000 (Phase 2)

Required Prequalification, Combination of Prime Consultant and Subconsultants:

DESIGN SERVICES:

Non-Complex Roadway Design; Right of Way Plan Development; Subsurface Utility Engineering; Basic Traffic Signal Design; Traffic Signal System Design; Limited Highway Lighting Design

ENVIRONMENTAL SERVICES:

Environmental Document Preparation - CE; Environmental Document Preparation - Section 4(f); Ecological Surveys; Archaeological Investigations; History/Architectural Investigations; ESA Screening, Phase I ESA and Phase II ESA

RIGHT OF WAY ACQUISITION SERVICES:

Project Management for Right of Way Acquisition Services; Title Research; Value Analysis; Appraisal; Appraisal Review; Negotiation; Closing; Relocation; Relocation Review

The project is programmed for FY2019. The Phase 2 plans are to be completed and on file with the City of North Olmsted in accordance with the milestones indicated in ODOT's Ellis system. It is anticipated that the selected Consultant will be authorized to proceed by January 2017.

Suspended or Debarred Firms

Firms included on the current Federal list of firms suspended or debarred are not eligible for selection.

Selection Procedures

The City will select a consultant based on SOQs submitted. The requirements for the SOQ and the criteria that will be used to select the consultant are shown below.

Firms interested in being considered for selection should respond by submitting three (3) hard copies of the SOQ to the following address **by 4:30 PM on the response due date** listed above.

Kimberly Wenger, AICP
Director of Planning and Development
City of North Olmsted, Ohio
5200 Dover Center Road
North Olmsted, OH 44070

Responses received after 4:30 PM on the response due date will not be considered.

Scope of Services

The selected engineering consultant shall provide professional traffic engineering services by providing design plans for the Traffic Signal System Phase 2 in the City of North Olmsted, Ohio. The scope of services includes the development of plans for twenty-two (22) signals maintained by the City of North Olmsted. Some signals will be completely rebuilt, while others will be upgraded depending on the age and condition of the signal equipment. All signals will be interconnected to the central based control system.

As part of the preliminary engineering, a traffic signal warrant analysis was completed for all of the existing signals within the City.

The signals will be designed using ODOT standards supplemented with City preferences. Staged plan submittals will be required to the City and ODOT.

In the event that additional right-of-way is necessary, the consultant shall prepare right-of-way plans to accommodate the traffic control hardware. This may require the need for right-of-way acquisition services. Additionally, the level of environmental documentation will be determined during the plan development process.

The list of existing signalized intersections follows.

Phase 2 Signalized Intersections

- | | |
|---|---|
| 1. Butternut Ridge Road/Dover Center Road | 12. Great Northern Boulevard/Moen Drive |
| 2. Butternut Ridge Road/Fitch Road | 13. Great Northern Boulevard/Butternut Ridge Rd |
| 3. Butternut Ridge Road/Kennedy Ridge | 14. Brookpark Road/Wal*Mart Drive |
| 4. Country Club Boulevard/Victoria Lane | 15. Brookpark Road/Columbia Road |
| 5. Country Club Blvd/GN Mall/Tech Park | 16. Brookpark Road/Grace Road |
| 6. Great Northern Boulevard/Retail Stores | 17. Brookpark Road/Clague Road |
| 7. Great Northern Boulevard/Brookpark Road | 18. Clague Road/I-480 WB Off Ramp |
| 8. Great Northern Boulevard/Great Northern Mall | 19. Columbia Road/Mastick Road |
| 9. Great Northern Boulevard/Country Club Drive | 20. Columbia Road/Cedar Point Road/Carey |
| 10. Great Northern Boulevard/I-480 WB Off Ramp | 21. Cedar Point Road/Valley Parkway |
| 11. Great Northern Boulevard/I-480 EB Off Ramp | 22. Columbia Road/Rose Road/Fawn Drive |

Requirements for Statements of Qualifications

General Instructions

Provide the information requested in the SOQ Content, in the same order listed, in a letter signed by an officer of the firm. Do not send additional forms, resumes, brochures, or other material. SOQs shall be limited to ten (10) single sided pages plus three (3) pages for the Project Approach. Please adhere to these format guidelines in preparing SOQs:

- Use a minimum font size of 11-point and maintain margins of 1" on all four sides.
- Use 8½" x 11" paper only.
- Bind letters of interest by stapling at the upper left hand corner only. Do not utilize any other binding system.
- Do not provide tabbed inserts or other features that may interfere with machine copying.

SOQ Content

1. List the types of services for which your firm is currently prequalified by the Ohio Department of Transportation.
2. List significant subconsultants, their current prequalification categories and the percentage of work to be performed by each subconsultant.
3. List the Project Manager and other key staff members, including key subconsultant staff. Include project engineers for important disciplines and staff members that will be responsible for the work, and the project responsibility of each. Address the specific experience of the key staff members on similar projects, including descriptions of relevant projects within the past 10 years, project references, and the staff members' primary office location.
4. Describe the capacity of your staff and their ability to perform the work in a timely manner, relative to present workload, and the availability of the assigned staff. Provide a preliminary project schedule.
5. Provide a description of your Project Approach, not to exceed three (3) pages. Confirm that the firm has visited the project location and address your firm's: 1) Technical approach; 2) Understanding of the project; 3) Qualifications for the project; 4) Knowledge and experience concerning relevant ODOT and local standards, procedures and guidance documents, as

well as the local let process; 5) Innovative ideas; 6) Project specific plan for ensuring increased quality, reduced project delivery time and reduced project costs.

Consultant Selection Criteria and Process

The following criteria will be used in the consultant selection process:

- Strength/experience of project manager
- Strength/experience of assigned staff including subconsultants
- Firm's current workload/availability of personnel
- Consultant's past performance/experience with signal system projects
- Project approach

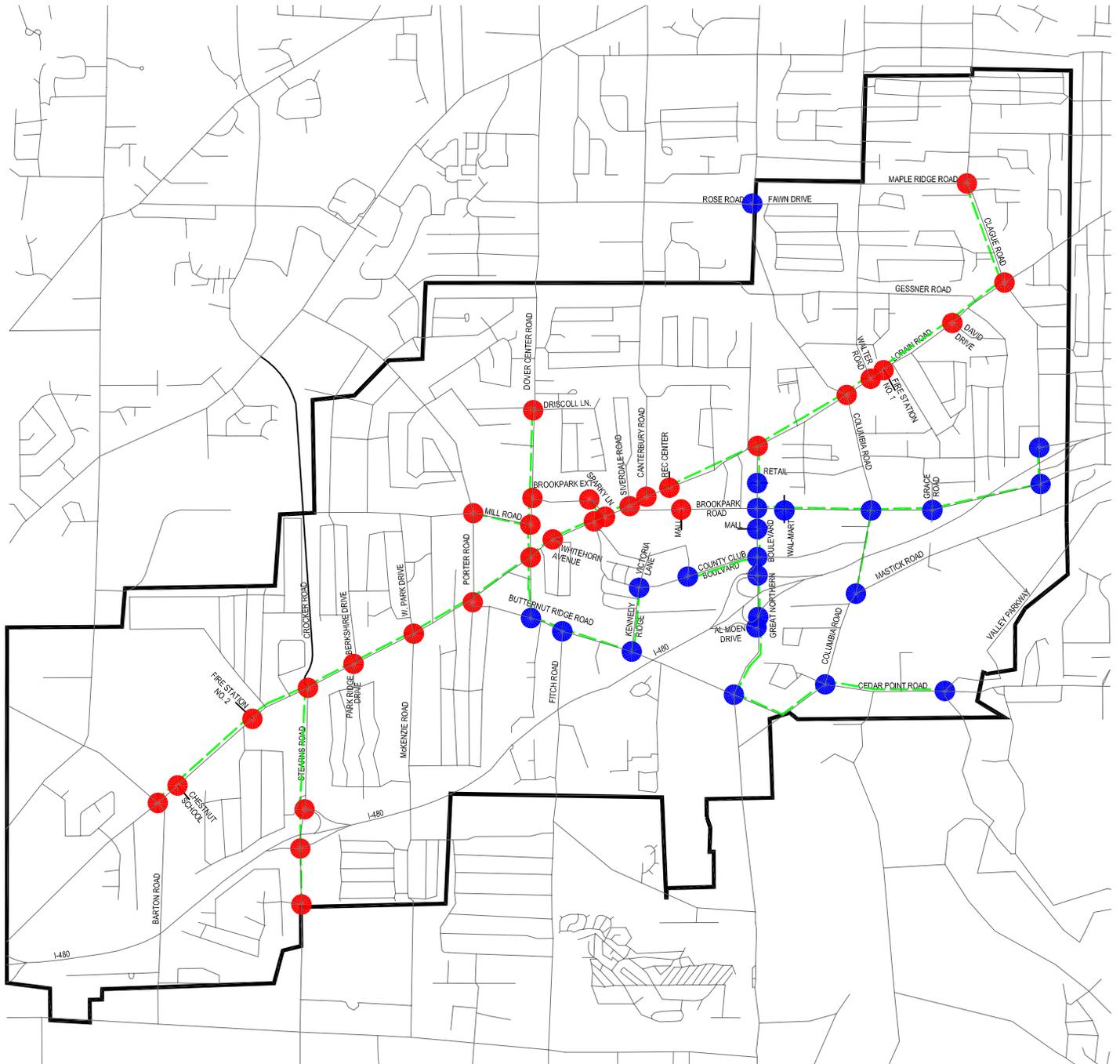
Based on the SOQs submitted, the City of North Olmsted may conduct interviews with top ranked firms. Once a final ranking has been established by the selection committee, the City shall enter into contract negotiations with the highest ranked firm to determine the terms and conditions of the proposed contract, including the compensation to be paid by the City to the firm. If negotiations fail, negotiations with the highest ranked firm shall be terminated, and the City shall enter into negotiations with second highest ranked firm. This process shall continue until a contract is successfully negotiated.

Reference Material

Signals map

Warrant study available at www.north-olmsted.com

City of North Olmsted Traffic Signal System



- Phase 1 Signal Improvements
- Phase 2 Signal Improvements