



2023-RFP-060

Carnegie Avenue Phase 3 – E 9TH to E 55th

City of Cleveland

Department of Mayor's Office of Capital Projects

601 Lakeside Ave

Cleveland, OH 44114

RELEASE DATE: July 17, 2024

DEADLINE FOR QUESTIONS: August 7, 2024

RESPONSE DEADLINE: August 19, 2024, 4:00 pm

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Attachments:

- Proposal Fee Sheets
- Paving Plans, Sewer Plans & Maps
- 29B Chap 187 - Cleveland Area Business Code - Notice to Bidders and Schedules 12-7-21
- Non Comp 2024f
- Vendor_entry_form[1]
- W 9 Form

I. INTRODUCTION

LATE PROPOSALS WILL NOT BE ACCEPTED

The City of Cleveland invites responses to the Request for Proposal (RFP) for the Rehabilitation of Carnegie Avenue, Phase 3 (East 9th Street to East 55th Street)

We ask that you strictly adhere to the following critical guidelines outlined in this document.

Summary

The services required under this Request for Proposal (RFP) are those needed to prepare construction contract plans and specifications for the Division of Engineering and Construction, Mayor's Office of Capital Projects, for Carnegie Avenue from East 9th Street east to East 55th Street, approximately 1.3 miles. Carnegie Avenue is classified as a Principal Arterial and is an important east-west route for commuters and the local businesses and neighborhoods. The project will suspend at East 21st Street and resume at East 28th Street, which are the limits of the reconstruction of Carnegie Avenue included with ODOT's CCG3A project (PID 82382).

The basic scope of work will consist of removing and replacing asphalt wearing course, installing new curbs, walks and driveway aprons as needed, ADA compliant curb ramps and landings, as needed, roadway drainage, water line replacements, castings adjusted to grade, and traffic control improvements including new mast arm signals at E 36th, E 46th, and Prospect Street. This is a City administered project, including a design phase and a construction phase.

A pre-proposal meeting will not be held. Written questions will be received until August 7, 2024 at noon and an addendum with all questions and answers will be posted by close of business on August 9, 2024. The proposal will be due by noon on August 19, 2024. The questions shall be directed to Mr. Rob Chappelle, P.E., Design Section Chief, at rchappelle@clevelandohio.gov.

Where the following terms such as "Consultant to determine", "Yes", "x", "By Consultant" and similar notations are used in this RFP, the Consultant shall design and prepare the necessary drawings and details for that item of work. Design work may not be passed on to the construction contractor, via plan note. In addition, where there are items that require action of work (by whom it may not be clear), the Consultant is the party that shall accomplish it.

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 service(s) 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.

Timeline

RFP Published on City website	July 17, 2024
Last Day to Submit Provider Questions	August 7, 2024, 5:00pm
Publish RFP Addendum	August 9, 2024
Proposal Submission Deadline	August 19, 2024, 4:00pm

II. SCOPE OF WORK AND GENERAL REQUIREMENTS

Services are those needed to prepare construction contract plans and specifications for the rehabilitation of Carnegie Avenue from East 9th Street to East 55th Street, approximately 1.3 miles. The project will begin at east curb return of East 9th St and extend to East 21st Street where the future ODOT CCG3A project will reconstruct Carnegie to the east, between East 21st and East 28th. The project limits will extend easterly from East 28th, to the west curb returns of East 55th Street.

Available Information:

Paving plans (1987), sewer maps, water strip maps, forms and Part B – Fee Sheets can be downloaded at this link:

https://www.dropbox.com/scl/fo/v7vfhr1hehum1g9ngitd0/AHe6yCc5_QDaWh959v4m-Z0?rlkey=2thpcd2ptnpaevursqo0iqgeu&dl=0

Your proposal should be based upon achieving the following results, while staying within the preliminary \$12,000,000 construction budget including contingencies. Ohio Public Works Commission, Road and Bridge bonds, and Public Utilities will finance this improvement. The City of Cleveland will administer both the design and construction phases of this project.

The pavement width is generally 75’ from East 9th to East 21st, and 56’ from East 28th to East 55th. The right-of-way width varies from 86’ to 99’ within the project limits. This information is taken from available records. The accuracy of this information is not guaranteed. The consultant shall review all available records and field data and perform their own field investigations to familiarize themselves with all existing conditions.

Scope Briefing

- A. Consultant will prepare rehabilitation plans to include wearing course removal, new water main, partial depth and full depth base repair as needed, placement of asphalt surface and

intermediate courses, utility adjustments, curb, sidewalk, and drive apron replacement as needed and ADA compliant ramps and landings at all intersections.

- B. Consultant will prepare plans to match the existing alignment and profile. Intersection curb returns shall generally match existing but will be evaluated as needed.
- C. Asphalt resurfacing will include asphalt pavement removal and replacement with a new asphalt Overlay. The preferred cross slope is 2%, while achieving a 4" to 6" curb reveal. Asphalt feathering detail will be used at intersections.
- D. Curb, drive and sidewalk replacements will be considered where needed based on Stage 1 site visit.
- E. All intersections and crossings must have Americans with Disabilities Act (ADA) compliant handicap ramps. Existing un-disturbed compliant ramps can remain, and all other locations shall show the anticipated curb ramp type, using ODOT or City standard drawings. All existing curb ramps adjacent to proposed asphalt resurfacing will be replaced.
- F. Existing catch basins will be adjusted, reconstructed, or replaced.
- G. The existing 12" water main will be replaced between East 9th Street and East 14th Street.
- H. Consultant will take pavement cores and soil borings to support water line, traffic signal pole, and pavement design. The number and arrangement of cores and borings will be included in the Technical Proposal. The cost is to be included in the base fee.
- I. Subsurface Utility Engineering level B shall be performed at the proposed signal mast arm foundation corners and included with the base fee. Subsurface Utility Engineering, Level A will be if authorized to support location of new water mains or installation of new signal poles. The Consultant shall assume that six (6) locations will require SUE Level A for the traffic signal poles, and six (6) for the watermain.
- J. An environmental investigation will not be required. Standard environmental notes and quantities will be included in the plans.
- K. Consultant will prepare a new signing and striping plan, generally following the existing configuration but updated to support approved safety and pedestrian enhancements. Consultant will coordinate the proposed striping and signal upgrades with the City of Cleveland Division of Traffic Engineering. Refer to Appendix A: Traffic Engineering Supplemental Scope. City will obtain all work agreements and all right of way if needed for this project. Consultant shall promptly notify City of any right of way that might be needed for the signal pole foundations.
- L. Consultant is responsible for early and often coordination with private and public utility companies. Consultant shall engage all utility owners and continue the coordination efforts as part of this project.

Consultant will conduct review of existing utility poles and submit the pole listing with the Stage 1 submittal. The listing should include the pole location and identification number, clear distance from pole to face of curb, the owner, and comments on condition such as evidence of prior impacts. Consultant will provide the listing to utility pole owners. Poles

with less than 18” clear distance to the curb, or close to curb cuts and intersection curb returns, are candidates for relocation due to substandard horizontal clearance. Consultant will coordinate with utility owners so that power, telephone, cable, and light poles are relocated prior to construction.

Staged review submittals will be sent to all utilities and will include a project schedule with the anticipated construction bid date. Dominion East Ohio Gas is conducting a multi-year Pipeline Infrastructure Replacement (PIR) program. Early and often coordination with DEO is required to coordinate possible PIR work within the project limits.

Copies of the Consultant’s correspondence and communications with the utility companies will be compiled and submitted to the City with each plan review submittal.

Consultant will prepare utility work construction schedules in the form of an ODOT utility Exhibit “B”, for submittal with the final plans and specifications. The Exhibit “B” will include utility schedules, work order numbers if available, and shall identify specific castings, poles, structures, gas lines etc. within the project limits for any given utility company’s proposed work.

Consultant will identify public utility owner and number of castings to be adjusted or reconstructed to grade and label on the plan sheets. If the existing cover is extremely worn, the Consultant should assume the frame will also be replaced.

Division of Water (CWD)

The existing 12” water main from East 9th Street to East 14th Street will be replaced with a new 12” ductile iron pipe. 4” hydrants will be replaced with 6” hydrants.

Consultant will design the proposed improvements and prepare separate water line plans & profiles and intersection plan & profile if connections are needed at East 9th and East 14th.

Consultant will prepare schematic water plans with existing underground utilities and proposed waterline location. A meeting will be held with CWD distribution and hydraulic sections to review the location of the new waterline or replacement of the existing 12” in the same location (i.e. temporary waterline plan). This meeting needs to occur well in advance of the Stage 1 submittal.

Water work will also include adjustments to appurtenances such castings and valves, reconstruction of water meter manholes, plugging abandoned service connections, extending and adjusting service connections, and extending and adjusting hydrants, where necessary from begin to end project.

Consultant shall use ODOT Construction and Material specifications Item 638 Water Mains and Service Branches for all water work. CWD General Notes and Details shall be included in the plans.

Division of Traffic Engineering (TE)

See Appendix A: Traffic Engineering Supplemental Scope for detailed scope of service information.

Cleveland Public Power (CPP)

Pole consolidation, pole relocation, lighting pole/arm replacement and vault casting adjustments will be coordinated with CPP. Grade adjustments or reconstructions of manholes and vaults will be shown in the project plans. Consultant shall include the cost of this effort in the base fee.

Based on manhole/vault condition surveys currently under way, some of the CPP vaults, manholes and/or ducts may require repair or replacement. A detail(s) for adjustment or reconstruction of vault/manhole access shall be included with base fee. New vaults or repair/reconstruction of conduits will be a negotiated additional service if authorized fee.

Division of Water Pollution Control (WPC)

Consultant will conduct catch basin and curb inlet condition survey. Drainage catchment will be adjusted, reconstructed, or replaced based on condition survey. Condition survey shall be submitted to City with Stage 1 recommendations. The survey shall include sketches and photo log supporting the recommendation. New catch basins will be installed at existing locations with a connection pipe, 4-ft to 6-ft. Plan general notes to state that the lateral will be televised by the contractor prior to connecting the stub. If the lateral has reached its design life, the lateral shall be replaced to the main. Contingency quantities will be established for the entire lateral. WPC will clean existing basins in order for the Consultant to verify depths and conduct the condition survey.

All preliminary and final plans are to be reviewed and approved by the City Divisions listed above. All modifications, meetings, and/or coordination necessary to obtain City Division approval prior to advertisement shall be included with the base fee.

Public Involvement

The Consultant will prepare a project website, and will support it during design and construction of the project. The website should be up and running at the time of the Stage 1 submission. The Consultant should allow 30 days for the city to review and approve the draft website contents. The website will contain general project information and materials used at the public meetings. During construction, MOT and phasing updates will be posted on the website.

The Consultant will prepare and attend a minimum of two (2) public meetings. One (1) Public meeting will be held after Stage I submittal (Wards 4, 6), and one after project has been awarded. The Consultant shall assume that the Stage I meeting will be held in-person at a location designated by the City. The 2nd public meeting will be held prior to construction and in person. In the Technical Proposal, describe how the meetings will be held, which

materials will be presented, and how comments will be collected. Comments will be provided to the City who will prepare the responses.

The Stakeholders comments from the Stage I meetings will be incorporated in the plans as directed and approved by the Administrative Manager, Division of Engineering and Construction.

General Requirements

Rehabilitation

Rehabilitation is defined as pavement widening where appropriate; complete removal and replacement when needed; base replacement where necessary; removal of brick or block course and replacement; removal of existing asphalt overlays and replacement; adding an asphalt overlay; resetting or replacing curb; replacing underdrains; adjusting castings of various publicly owned utilities of various denominations to grade; rebuilding catch basins, manholes and vaults (any structure owned by a public utility); adding and replacing catch basins; replacing deteriorated and nonconforming sidewalks; replacing drive aprons; adding ADA compliant curb ramps and landings; removing dirt buildup in the tree lawn area; seeding, sodding or paving tree lawns; maintenance of traffic, temporary signing, temporary pavement markings, signing detour routes, pavement marking details and procedures; permanent pavement markings and signing; curb returns (improving intersection turnouts); removing transit rails and ties; and other miscellaneous items within the existing or proposed right of way which require work due to safety, aesthetics, conflicts, or as requested by the City.

Extent of Field Surveys:

All surveying items shall be the responsibility of the consultant. The Consultant may elect to perform aerial mapping supplemented with field survey.

Consultant will establish the centerline of construction and locate all visible monuments that are primary to defining the public right of ways within the work limits. A digital coordinate file is to be supplied to the City of Cleveland Survey Section as a comma-separated values (.csv) file of point number, northing, easting, elevation, and point description (PNEZD) in comma delimited format. Units shall be in U.S survey feet to the nearest thousandth (.001'). The file shall contain primary survey control points, secondary survey control points, vertical benchmarks, and monuments. The digital coordinate file information is to be listed in a table on the schematic plan sheets with coordinates for primary survey control points and monuments. Coordinate values shall be on Ohio State Plane – North Zone with parameters specified and recited as ground coordinates. The City of Cleveland Survey Section will furnish the consultant with necessary survey records of the alignment of the right of way, existing visible monuments, and record monument locations.

Survey shall generally include the following within the project limits:

- Aerial mapping (optional)

- Topography map for plan sheets, with stationing centerline of construction alignment
- Vertical Bench Marks (Do not use utility facilities)
- Catch basin condition survey with location, photographs, depths, and work task inventory (adjust, reconstruct, remove and replace)
- Above ground utilities (including pole ownership, pole number and distance from the curb to face of pole).
- Underground utilities (including pipe sizes, direction of flow for sewers, duct bank configurations with number of ducts and sizes)
- Utility castings and their locations and types, noting their condition (broken, worn, or re-usable)
- Traffic signals and loop detectors
- Sign inventory
- Building addresses and company names
- Face of building & entrance elevations if adjacent to walk
- Location of basement vaults in right-of-way if identified
- Parcel Boundary lines per record
- Pedestrian Bridges vertical clearances

The above shall be used as a guide for the consultant to determine the survey scope. Consultant will be responsible to determine the needed detailed scope to complete the improvement. Technical proposal should include discussion of the anticipated approach to field surveys.

Right-of-Way Plan

Right of way may be required where walk extends outside of the right of way. Consultant shall conduct evaluation of right of way early in the design process so that any takes can be identified and acquired prior to bidding.

Signalization

Work shall be as specified under the Traffic Engineering Scope Appendix A.

Geotechnical:

See scope briefing. Technical proposal should include discussion of the anticipated approach to geotechnical investigation for water main and pavement. Geotechnical Firm will obtain an obstruction permit from dalpermits@city.cleveland.oh.us

Design Criteria and Standards

The Consultant will perform the work in accordance with the Ohio Department of Transportation's Location and Design Manual Volumes 1, 2 and 3, other ODOT applicable design manuals listed in Design Resource Center, Cleveland and ODOT standard drawings, City of Cleveland Specifications supplemented with ODOT latest Construction and Material specifications.

Plan Format

Plan format will follow Location and Design Manual Volume 3 guidelines and supplemented by the following:

- General notes text size shall be 0.175 and titles larger and bold. All other plan text sizes shall be 0.14.
- Roadway plan/sub summary and water line plan and profile views will be used at horizontal scale of 1" = 20' with cross references to supplemental sheets detailing the making of the public improvement.

A pavement elevation table is not required for this project.

Provide Intersection Details at intersections where the curb line is being relocated as per Appendix A – Traffic Engineering Scope.

The work, type and location, including pavement, sidewalk, curb and drive apron replacement limits, will be shown by cross-hatching, symbols, line variations and/or reference balloons and stations (see sample plans in the dropbox link). New improvements such as new catch basins should be labeled (Sta, offset, existing and proposed description) on the plan sheets. Adjustments and Reconstructed items are appropriate in a plan sub summary table. Begin, Resume, Suspend and End Project Stations, and curb, sidewalk and driveway removals and replacement labels will be shown on the plan sheets. Intersection work limit will be labeled (Sta. offset and pavement width) on the plans.

Castings that are to be adjusted to grade, manholes and vaults that are to be rebuilt, public and private utilities shall be shown on the plan and identified by their types. During the field survey, record the number of broken or worn castings and their locations and types.

All underground utilities within excavation areas need to be shown in plan sheets. All widths greater than 15-inches shall be double line with different line designations and with appropriate labels. Underground utility profile information is not required to be shown where catch basins are removed and replaced, with 4-to-6-foot connection. Drainage details for new basins with lateral to sewer, traffic signal plans, waterline plans will require underground utility plan and profile information.

All overhead utility poles, within existing right of way, and work area shall be shown on plans, with the pole number and/or ownership.

The drainage work may include replacement or new catch basins, as per City standard drawing CB-1, as outlined in previous sections. Sewer profiles showing crossing utility elevations are required for locations where laterals are being replaced to the main.

The Schedule of Items will be in the Project Manual. General Summary plan sheet shall be provided in the project plans.

During construction, the contractor will be required to complete the project in phases (longitudinal divisions), using phased construction. A two-year construction period is

expected. Phased construction MOT typical sections, plans, notes and quantities shall be required as per Appendix A.

Project Manual

The Consultant shall prepare the Project Manual with the necessary documents for bidding by the Division of Purchasing and Supplies. The latest City standard specifications (D-specs) and ODOT construction and material specifications shall govern this project.

Boiler plate items (Part A, Part B, Part C, Prevailing Wage Rates, Office of Equal Opportunity (OEO) Forms, etc.) will be furnished by the City. The Consultant shall edit the Notice to Bidders and Instruction to Bidders, and prepare Supplemental Specification (DS-xx) for additions or modifications to the D specs. Utility Exhibit B will be included with the DS specification section. The Consultant shall also include ODOT supplemental specifications as part of the DS specification.

The "Schedule of Items" shall be prepared by the Consultant in an Excel spreadsheet, formatted to fit on 8 1/2" x 11" sheets. Excel file shall be submitted to the City for use during bidding activities.

The Project Manual shall be color coded, with different sections printed in different colors as directed by the City.

The City reserves the right to modify the scope of services at any time before execution of a contract to add, delete, or otherwise amend any item(s), as it deems necessary, in its sole judgment, and in the best interest of the City.

III. PROJECT SCHEDULE AND DELIVERABLES

Project Schedule:

The City will require the successful design consultant to complete this roadway design project in a maximum of 12 months. This time period will begin the day the Administrative Manager, Division of Engineering and Construction issues the notice to proceed. Construction services will last for the duration of construction estimated to be 2 years.

The following timeline is submitted for your information:

Notice to Proceed:	October 2024
Contract:	January 2024
Advertise (bid documents):	October 2025
Agreement duration expected	January 2025-January 2027

This is a local let project funded through Ohio Public Works Commission Issue I Grant, Public Utilities and City Road and Bridge bonds. The consultant is reminded that the twelve (12)

month design time period includes the review time by the various stakeholders and commences from notice to proceed through advertisement. Work shall begin at the time of the notice to proceed.

Deliverables:

Stage I Design

Project Plans:

- City E & C (2 half size (11" x 17") hard copies and 1 digital pdf)
- Traffic Engineering (1 half size 11" x 17") hard copies and 1 digital pdf)
- CWD (1 half size (11" x 17") hard copies and 1 digital pdf)
- WPC (1 half size (11" x 17") hard copies and 1 digital pdf)
- Private utilities involved (1 hard copy and 1 digital pdf)
- Opinion of Probable Construction Cost, E & C Schedule format (1 pdf and 1 excel)

Stage II Design

Project Plans:

- City E & C (2 half size (11" x 17") hard copies and 1 digital pdf)
- CWD (1 half size (11" x 17") hard copies and 1 digital pdf)
- WPC (1 half size (11" x 17") hard copies and 1 digital pdf)
- Private utilities involved (1 hard copy and 1 digital pdf)
- Opinion of Probable Construction Cost, E & C Schedule format (1 pdf and 1 excel)
- One (1) Color Copy of Project Manual (Unbound)

Stage II Bid and Award

Upon approval of the Stage 2 submittal, The Consultant shall furnish the following number of sets for the use of the City in bidding this project:

Project Manual and Drawings (11" x 17").....15 Sets

After bid and award, the Consultant shall incorporate Addenda sheets electronically to all public and private utility listed as having facilities within the work limits, five (5) additional half-size sets to Engineering and Construction, one (1) Full size (22" x 34") complete sets w/half size details for construction trailer and ten (10) full size partial sets of waterline plans to Cleveland Water Department.

Stage II, Construction Documents

All final construction documents, including standard drawings, shall be submitted electronically in AutoCAD and PDF format. The Project Manual shall be included on the CD, DVD or USB drive in Microsoft Word format. The "Schedule of Items" shall be in Microsoft Excel format.

The cost of printing all drawings and contract documents shall be included in the Stage II services as a lump sum fee.

Stage III

The Division of Engineering and Construction will require a full size set of as-builts drawings in digital format and does not require a corresponding set of mylars. Labor to produce the as-built drawings will be part of the Stage III services.

As-builts shall be submitted on a CD, DVD or USB drive in AutoCAD format, TIFF format, and PDF format for City records. Each drawing shall have the City project number (M-xxxx) stamped in the lower right-hand corner, just outside the drawing border.

Procedures and Reports

The City of Cleveland will make available to the Consultant any existing information it may have on hand.

Drawings, submissions, reviews, and review meetings will follow the City's normal operating procedures. The City will require a preliminary and final plan submittal and review meeting, as well as concurrent review submittals with public and private utilities and Traffic Engineering. The Consultant will arrange meetings with these various entities to meet or exceed the project timeline.

Private utility companies are to be contacted. Coordination, review and plan details necessary for the utility company to accomplish their work shall be included in the services furnished by the consultant. ODOT Utility Exhibit "B" shall be submitted to the Division of Engineering and Construction. Utility relocation plans and schedules shall meet the construction schedule. Early pole relocation and gas main replacement coordination with the utility provider is a necessity.

During periods when the work is being performed, a monthly progress report and progress schedule will be required with invoice. Shortly after the notice to proceed has been received, the successful proposer shall submit a realistic schedule for approval. Once approved, this schedule shall become a part of the contract. Payments will be based upon the accepted "percentage complete" as shown on the progress schedule. Payment invoices shall be submitted in a format acceptable to the City.

IV. PROPOSAL FORMAT AND REQUIREMENTS

The proposal shall be submitted in two (2) parts, in separate sealed envelopes, and identified (marked) accordingly:

Part "A" shall be the response to the qualifications and technical aspects of the RFP.

Part "B" shall contain the proposed fee including a signed cover letter on company letterhead and two (2) unbound copies of the "Contract Employment Report"

Interested parties should submit three (3) hardcopies of their proposal and one (1) digital copy of Part "A" no later than the time and date stated on the cover letter to:

Richard J. Switalski, P.E.
Administrative Manager
Division of Engineering and Construction
601 Lakeside Avenue, Room 518
Cleveland, OH 44114-1015

Proposals shall be delivered to City Hall, Room 518.

The Consultant will furnish additional hardcopies of the proposal for internal processing if the proposal is accepted by the City.

The proposal information is to be organized as follows:

PART “A”

SECTION 1 – MANAGEMENT

Provide GSA Standard Form 330 – Parts I and II. Resumes of personnel actually performing work tasks, including subconsultants, shall be submitted in Part I, Section E of GSA Form 330. For those firms with more than one office, include the office location (City) to which the team member is assigned. A detailed project organization chart is required in Section D of GSA Form 330.

In Part I, Section H of GSA Form 330, discuss the meaningful involvement of each firm on the team, how you intend to manage the project and who will have overall responsibility. Prime and Sub-consultant work history should be presented, as well as the length of time and number of projects the prime has worked with various team members. The quality control and assurance program should be discussed.

Provide GSA Standard Form 330 – Parts I and II for any firm with thirty percent (30%) or more of the proposed work.

SECTION 2 – TECHNICAL

Provide a technical approach in sufficient detail such that it may be determined that the proposer has an understanding of the type of work involved and disciplines necessary to accomplish the project. Describe how the project is envisioned, or in other words, what is being furnished for the dollars quoted. Any exceptions or amplifications of the scope of work shall be presented under this section. Present solutions that can improve the roadway design. Describe any potential problems.

Provide a detailed list and number of drawings and man-hours including sub-consultants to develop contract construction plan set.

Provide a realistic Project Schedule, showing the necessary work items, agency reviews, and total completion time. Project schedules are to be submitted utilizing “Microsoft Project”. The City requires 30 consecutive days to review each plan Stage.

The City has designated a page limit of ten (10) pages for the Technical Approach. The Project schedule does not count toward the 10 pages.

SECTION 3 – SUBCONSULTANTS

Provide a list of subconsultants, their work assignments and the percent of the work and percent of CSB work and assignments that the entire team will be performing. Resumes shall be included in Section 1, within the GSA 330.

Provide the following information for each sub consultant on the team:

- Subconsultant's name and mailing address
- Subconsultant's telephone and fax numbers
- A description of the work and the percentage that is anticipated the subconsultant will perform
- Subconsultant’s CSB status
- A list of projects, if any, on which your firm and the subconsultant have both worked on
- A list of City of Cleveland projects, if any, the firm has worked on

The Cleveland Area Business Code contained in Chapter 187 of the Codified Ordinances of Cleveland Ohio 1976 was enacted in an effort to increase the participation of local small business enterprises in City of Cleveland Contracts. The City has, therefore, established as one of its objectives, the meaningful involvement of Cleveland Small Businesses (CSB). The Mayor’s Office of Capital Projects has a participation goal of **thirty (30) percent** for Cleveland Small Businesses (CSB) on this project.

Each Consultant representing itself as a Cleveland Area Small Business (CSB) within the OEO schedules must be certified with the Office of Equal Opportunity as a CSB, CSB/MBE or CSB/FBE. Currently certified firms can be found at:

<https://cleveland.diversitycompliance.com>

Include a statement certifying that Schedules 1-4 of the OEO Office are included in Part “B” envelope (See instructions for Part “B”).

SECTION 4 – ODOT PREQUALIFICATIONS

Consultant and/or team members shall be ODOT prequalified in Non-Complex Roadway Design and Basic Traffic Signal Design. Include ODOT prequalification’s of all team members.

Resumes shall be included in Section 1, within the GSA 330.

SECTION 5 – FORMS

Form W-9:

List your form of business entity and your Taxpayer Identification Number. If submitted as a joint venture, a separate number for each member of the venture is required unless one number has been obtained for the venture. A Taxpayer Identification Number is required for entities other than a sole proprietorship or an individual, for which a Social Security Number is appropriate.

Noncompetitive Bid Contract Statement:

The form titled “Noncompetitive Bid Contract Statement For Calendar Year 2024” shall be filled out and submitted for the prime consultant only.

PART “B”

OFFICE OF EQUAL OPPORTUNITY (OEO) REPORTS

The "Contract Employment Report", Schedules 1 through 4, from the OEO Office must be completed and returned with your proposal, although some terms, wording, descriptions, etc. in these documents do not necessarily apply to a professional services contract. All subconsultants need to be listed on Schedule 2 and all subconsultants must execute Schedule 3.

Please furnish one (1) unbound copies of Schedules 1 through 4, signed and notarized, in the Part "B" envelope of your proposal. Under the Subconsultant tab in Part “A” certify that schedules are included in Part “B” envelope as described herein. Return all schedules whether or not they apply to the project. The object of these forms is to facilitate OEO approvals. OEO will not evaluate MBE and FBE participation for professional service contracts without these forms.

COMPENSATION

See "Proposal Fee Sheet" for the format desired.

Fee Definitions

Actual Cost Plus Net Fee with an upset maximum.

The City will pay actual salary, overhead and expenses up to the upset maximum, and the consultant is expected to complete the work as scoped within the fee stated. The Net Fee will be paid whether or not the upset maximum is achieved. The only method of revising the upset maximum is through a change in the scope of work. If a change of complexity is claimed and granted, the modification will contain a Net Fee of zero dollars.

Lump Sum Fee

This is a bottom line figure and includes salary, overhead and expenses. As with the Cost Plus Net Fee, the consultant is expected to complete the work as scoped at the fee stated, and the only method of revising the Lump Sum Fee is through a change in the Scope of Work. If a

change in complexity is claimed and granted, the modification will contain a net fee of zero dollars.

The consultant shall submit the proposed number of man-hours for prime consultant and all subconsultants.

Fee Information Required

If a fee based on Actual Cost Plus Net Fee with an upset maximum is offered, the proposal shall indicate the make-up of the fee hours, hourly rates, overhead, direct costs, and profit. Overhead percentage quoted shall remain in effect throughout the life of the basic contract. The source of the overhead rate quoted shall be identified; i.e., estimated, from an audit, etc. The hours quoted shall relate to a facet of the work involved. Work sheets (typed sheets not necessary) should be furnished for obtaining hours quoted. The weighted average rate per hour will be monitored on invoices and shall not exceed the rate from the proposal without justification. If a fee based on Lump Sum is offered, the proposal shall indicate the make-up of the fee hours and direct costs. The hours quoted shall relate to a facet of the work involved.

Work sheets should be furnished for obtaining hours quoted. The intent is to show that the project has received a reasonable degree of estimation.

The consultant shall indicate the method that will be used to determine the fee should a contract modification become necessary. For example: hourly rate x multiplier + profit + expenses.

In estimating the fee, include any wage changes that can be reasonably anticipated over the life of the contract. A fee based on a percentage of the construction cost is not acceptable. A percentage of the fee mark-up on a subcontract will not be permitted.

Although the proposed fee is not the deciding factor in the selection process, it will be evaluated along with the other criteria specified herein.

Compensation and Invoicing

Fee

The fee quoted for this project shall be divided into three (3) Stages as described below.

Stage I. Preliminary Studies and Estimates of Costs

- The Stage 1 fee shall include all work from job start up through the Stage 1 plan approval by the City of Cleveland.
- Stage 1 Plan submittal per ODOT L&D Volume 3, Section 1400 including but not limited to:
 - Title Sheet
 - Schematic Plan
 - Typical Sections
 - Pavement repair details developed from pavement cores
 - Plan Sheets (Show pavement, curb and sidewalk repair areas)
 - Water plan/profile and details

- Traffic Control Plans
- MOT details, preliminary analysis and detours
- Utility coordination
- Existing utility pole inventory
- Field review with City staff
- Construction Cost Estimate

Fee for Stage I will be Lump Sum.

Stage II. Design, Detailed Plans and Specifications

- The Stage 2 fee shall include all work from Stage 1 plan approval to the filing of final Plans, Specifications and Estimates (PS&E)
- Final Plan submittal per ODOT L&D Volume 3, Section 1400 including but not limited to:
 - Title Sheet
 - Schematic Plan
 - Typical Sections
 - Pavement repair details developed from pavement cores
 - General Notes
 - Subsummaries
 - General Summary
 - Plan Sheets (Show pavement, curb and sidewalk repair areas)
 - Water plan/profile and details
 - Traffic Control Plans
 - MOT details, preliminary analysis and detours
- Project manual
- Updated Construction Cost Estimate
- Utility coordination including “Exhibit B”

Fee for Stage II will be Lump Sum.

The Consultant shall submit Stage I and 2 plan packages with construction cost estimates to City of Cleveland E&C, Division of Traffic Engineering, WPC and CWD. The consultant shall also submit the plans to all public and private utilities located within the project limits; to the GCRTA; to the NEORSD; to the City Department of Public Safety; to the City Fire Marshal; and to other project stakeholders identified during Stage I. Consultant will determine and/or coordinate all private utility relocation work to be performed. All public utility work (CWD, WPC, and CPP) will be included in the plan. All public and private utility work will be determined and compiled on ODOT Utility Exhibit “B” form. Consultant shall coordinate all relocations with private and public utilities and submit documentation with Stage 1 and 2 submittals.

Stage III. Construction Services

This stage is the construction phase. It shall include attending meetings, reviewing shop drawings, answering requests for information, and producing as built record drawings

incorporating field changes obtained from the contractor. The actual hourly rates of pay plus overhead, profit and approved expenses shall be used to calculate the payment due for Stage III work.

V. PROPOSAL EVALUATION; SELECTION CRITERIA

Selection Criteria

The following proposal subjects will be evaluated:

- Management Approach
- Technical Approach
- Experience of Personnel Assigned to the Project
- Experience of Firm on Similar Type Projects
- CSB Participation
- Proposal Responsive to RFP
- Material in Part "B" Envelope

Proposal Evaluation Procedure:

- Based on the technical data furnished, the proposals will be ranked using the City's quality based selection (QBS) process.
- At this point envelope "B" will be opened and its contents included in the evaluation.
- If the proposed fee of the top ranked firm is not the lowest fee submitted, the City will enter into negotiations with that firm in order to bring the fee more in line with the other proposed fees.
- Should that endeavor fail, the City would then proceed to the second ranked firm, etc. until the most qualified firm at the best fee has been elected.

During the selection process, one or more proposers may be asked to meet with City personnel to insure that the proposer fully understands the requested work and to clear up any questions the City may have about the proposal.

The City's Rights and Requirements

The Director, at his/her sole discretion, may require any Proposer to augment or supplement its proposal or to meet with the City's designated representatives for interview or presentation to further describe the Proposer's qualifications and capabilities. The requested information, interview, meeting, or presentation shall be submitted or conducted, as appropriate, at a time and place the Director specifies.

Disqualification of a Proposer/Proposal:

The City does not intend by this RFP to prohibit or discourage submission of a proposal that is based upon a Proposer's trade experience in relation to the nature or scope of work, services, or product(s) described in this RFP or to prescribe the manner in which its services are to be performed or rendered.

The City will not be obligated to accept, however, significant deviations from the work or services sought by this RFP, including terms inconsistent with or substantially varying from the services or the financial and operational requirements of the RFP, as determined solely by the City. The City reserves the right to reject any proposal that does not furnish or is unresponsive to the information required or requested herein. The City reserves the right to reject any proposal or waive or to accept any deviation from this RFP or in any step of the proposal submission or evaluation process so as to approve the award of the contract considered in the City's best interest, as determined in the City's sole discretion.

Although the City prefers that each Proposer submit only one proposal including all alternatives to the proposal that the Proposer desired the City to consider, it will accept proposals from different business entities or combinations having one or more members in interest in common with another Proposer. The City may reject one or more proposals if it has reason to believe that proposers have colluded to conceal the interest of one or more parties in a proposal, and will not consider a future proposal from a participant in the collusion. In addition, the City will not accept a proposal from or approve a contract to any Proposer that is in default as surety or otherwise upon an obligation to the City or has failed to perform faithfully any previous agreement with the City, or is currently in default under any agreement with the City.

The City reserves the right to reject any or all proposals. Failure by a Proposer to respond thoroughly and completely to all information and document requests in this RFP may result in rejection of its proposal. Further, the City reserves the right to independently investigate the financial status, qualifications, experience, and performance history of a Proposer.

The City reserves the right to cancel the approval or authorization of a contract award, with or without cause, at any time before its execution of a contract and to later enter into a contract that varies from the provisions of this RFP, if agreed to by another Proposer.

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VI. ADDITIONAL REQUIREMENTS AND INSURANCE LIMITS

ADDITIONAL REQUIREMENTS AND DEFINITIONS:

City Administration

Overall contract administration, coordination and drawing review will be furnished by the City of Cleveland through:

Richard J. Switalski, P.E.

Administrative Manager

Division of Engineering & Construction

601 Lakeside Avenue, Room 518

Cleveland, OH 44114-1015

Telephone: (216) 664-2381

Proposal as a Public Record

Under the laws of the State of Ohio, all parts of a proposal, other than trade secret or proprietary information and the fee proposal, may be considered a public record which, if properly requested, the City must make available to the requested for inspection and copying. Therefore, to protect trade secret or proprietary information, the Proposer should clearly mark each page – but only that page – of its proposal that contains that information. The City will notify the proposer if such information in its proposal is requested, but cannot, however, guarantee the confidentiality of any proprietary or otherwise sensitive information in or with the proposal. Blanket marking of the entire proposal as “proprietary” or “trade secret” will not protect an entire proposal and is not acceptable.

Cleveland Area Business Code

Requirements: During performance of the Agreement, Contractor shall comply with all applicable requirements of the Cleveland Area Business Code, Chapter 187 of the Codified Ordinances of Cleveland, Ohio, 1976 (“C.O.”), and any Regulations promulgated under the Code, which Code and Regulations are incorporated into and made part of this RFP by this reference as fully as if rewritten in it or attached. Specifically, compliance under any resulting agreement shall include, but not be limited to, the Contractor’s:

- Compliance with its proposal representations regarding CSB, MBE, and/or FBE participation in performance of the Agreement;
- Compliance and cooperation with Project Monitors, whether from the Mayor’s Office of Equal Opportunity (the “OEO”) or the contracting department;

- Accurate, complete, and on-time submission of all reports, forms, and documents including, but not limited to, employment reports, certified payrolls, monitoring forms, and other information the Director of the OEO may require, whether in printed or electronic form, to ascertain and verify Contractor's compliance; and
- Attendance at and participation in all required project meetings, including OEO compliance meetings, and progress meetings called by the contracting department director(s) at key intervals during performance of the contract services (e.g. 25% completion, 50% completion, 75% completion).

Failure to Comply: When determining the contractor's future eligibility for a City contract, the City shall consider a contractor's failure to comply with the representations of its proposal and the requirements under the Code as a failure to faithfully perform a contract.

- A. Under the Cleveland Area Business Code, the City of Cleveland is firmly committed to assisting Minority Business Enterprise (MBEs), Female Business Enterprises (FBEs), and Cleveland – area small businesses (CSBs) by providing and enhancing economic opportunities to participate in City contracts. The successful proposer for a contract will be a firm that shares the commitment. Accordingly, a proposer is strongly encouraged to utilize the services of qualified MBE/FBE/CSB sub-consultants that are certified by the Mayor's Office of Equal Opportunity (the "OEO") in its proposal.
- B. The standard subcontracting goal for professional services contracts is 10% Cleveland Area Small Business ("CSB") subcontractor participation. Please review the attached Office of Equal Opportunity documents to ascertain the goal for the proposed contract. Proposers are required to make a good-faith effort to subcontract portions of the work to certified Minority Business Enterprise ("MBE"), Female Business Enterprise ("FBE"), and CSB firms, consistent with the subcontracting goal(s) applicable to this RFP.
- C. To document its good-faith effort to utilize certified MBE, FBE and CSB sub-consultants, each proposer must complete Schedules 1 through 4 found in the Cleveland Area Business Code – Notice to Bidders and Schedules. These schedules identify the Proposer's proposed use of MBE, FBE and CSB sub-consultants on the project, which evidences the proposer's good-faith effort to obtain the participation of certified sub-consultants. The Proposer shall submit the completed forms with its proposal in Part B and they will be forwarded to the City's Office of Equal Opportunity for evaluation. Failure to submit complete schedules may result in the rejection of a proposal.

Proposers may obtain a listing of firms certified by the OEO as CSBs, MBEs, and FBEs on the City's website at:

<https://www.clevelandohio.gov/city-hall/departments/law/divisions/office-equal-opportunity>

Proposers are responsible for obtaining the most current list and for contacting potential CSB/MBE/FBE sub consultants. The City assumes no responsibility for matching prime consultants with qualified, certified MBE, FBE, and/or CSB sub-consultants.

The City Office of Equal Opportunity will monitor participation of MBE, FBE and /or CSB sub-consultants throughout the duration of the engagement or project. The successful proposer, as contractor, will be responsible for providing the OEO with all information necessary to facilitate this monitoring.

The Cleveland Area Business Code, any Regulations promulgated under the Code, and the OEO Notice to Bidders & Schedules are, by this reference, incorporated in and made part of this solicitation and any resulting contract as fully as if written in it or attached.

- I. The successful proposer, as contractor, will be required to comply with all terms, conditions, and requirements imposed on a “contractor” in the following Equal Opportunity Clause, Section 187.22(b) of the Cleveland Codified Ordinances, and shall make the Clause part of every subcontract or agreement entered into for services or goods and binding on all persons and firms with which the proposer may deal, as follows: No Contractor shall discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, national origin, age, disability, ethnic group or Vietnam-era or disable veteran status. Contractors shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to race, religion, color, sex, sexual orientation, national origin, age, disability, ethnic group or Vietnam-era or disabled veteran status. As used in this chapter, “treated” means and includes without limitation the following: recruited whether by advertising or other means; compensated, whether in the form of rates of pay or other forms of compensation; selected for training, including apprenticeship, promoted, upgraded, demoted, transferred, laid off and terminated. Contractors shall post in conspicuous places available to employees and applicants for employment, notices to be provided by the hiring representative of contractors sitting forth the provisions of this nondiscrimination clause.
- II. Within 60 calendar days after entering into a contract, the successful Proposer, as Contractor, shall file a written affirmative action program with the OEO containing standards and procedures and representations assuring that the Contractor affords all qualified employees and applicants for employment equal opportunities in the Contractor’s recruitment, selection, and advancement processes.

Term of Proposal’s Effectiveness

By submission of a proposal, the Proposer agrees that its proposal will remain effective and eligible for acceptance by the City until the earlier of the execution of a final contract or 240 calendar days after the proposal submission deadline (the “Proposal Expiration Date”).

Execution of a Contract

The Successful Proposer shall, within ten (10) business days after receipt of a contract prepared by the City Director of Law, exclusive of Saturdays, Sundays and holidays, execute and return the contract to the City together with evidence of proper insurance and intent to conform to all requirements of the contract. Attached hereto or which are a part hereof and all applicable federal, state and local laws and ordinances prior to or at the time of execution of the contract.

“Short-listing”

The City reserves the right to select a limited number (a “shortlist”) of Proposers to make an oral presentation of their qualifications, proposed services, and capabilities. The City will notify the Proposers selected for oral presentation in writing.

Proposer’s Familiarity with RFP and Responsibility for Proposal

By submission of a proposal, the Proposer acknowledges that they are aware of and understand all requirements, provisions, and conditions contained in this RFP and that its failure to become familiar with all the requirements, provisions, conditions, and information either in this RFP or disseminated either at a pre-proposal conference or by addendum issued prior to the proposal submission deadline, and all circumstances and conditions affecting performance of the services to be rendered by the successful proposer will not relieve it from responsibility for all parts of its Proposal and, if selected for contract, its complete performance of the contract in compliance with its terms. Proposer acknowledges that the City has no responsibility for any conclusions or interpretations made by Proposer on the basis of information made available by the City. The City does not guarantee the accuracy of any information provided and Proposer expressly waives any right to a claim against the City arising from or based upon any incorrect, inaccurate, or incomplete information or information not otherwise conforming to represented or actual conditions.

Interpretation:

The City is not responsible for any explanation, clarification, interpretation, representation or approval made concerning this RFP or a Proposal or given in any manner, except by written addendum. The City will mail, e-mail, or otherwise deliver one copy of each addendum issued, if any, to each individual or firm that requested and received an RFP. Any addendum is a part of and incorporated in this RFP as fully as if originally written herein.

INSURANCE LIMITS

The Successful Proposer, at its expense, shall at all times during the term of the contract resulting from this RFP, maintain the following insurance coverage. The insurance company or companies providing the required insurance shall be authorized by the Ohio Department of Insurance to do business in Ohio and rated “A” or above by A.M. Best Company or

equivalent. The Successful Proposer, as contractor, shall provide a copy of the policy or policies and any necessary endorsements, or a substitute for them satisfactory to and approved by the Director of Law, evidencing the required insurances upon execution of the contract.

The consultant shall indemnify and save harmless the City of Cleveland and/or any other City or agency as required from and against all suits or claims that may be based upon any injury to persons or damage to property arising out of any error, omission or negligent act of the consultant or its subcontractor. The consultant shall, at its own expense, defend the City of Cleveland and/or any other City or agency as required in all litigation, pay all attorney's fees, damages, court costs and other expenses arising from such claims in connection therewith.

The City will require the successful proposer to maintain comprehensive general public and professional liability insurance insuring the consultant against the indemnification obligation stated above.

The comprehensive general liability insurance policy only shall name the City as additional insured, shall have limits of not less than \$500,000.00 for injuries, including accidental death, to one person and not less than \$1,000,000.00 on account of one occurrence involving more than one person, and property insurance in an amount of not less than \$200,000.00, and shall be primary with respect to the consultant's general liability, notwithstanding any other insurance covering the City. The professional liability insurance shall have limits of not less than \$100,000.00 for any one incident.

The consultant shall also carry full insurance coverage on drawings, specifications and other valuable information against loss by fire damage, destruction, theft, etc., while said documents are on their premises, of not less than \$10,000.00.

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VII. APPENDIX A: TRAFFIC ENGINEERING SCOPE

Carnegie Avenue from East 9th Street to East 55th Street

Design services for traffic plans will include collection of data, traffic analyses, and new mast arm traffic signal designs with solid state controllers, pedestrian signals and pedestrian pushbuttons. The traffic signals are to be semi-actuated. No interconnect is planned for this corridor. Pavement striping and signing plans are to be included, along with maintenance of traffic plans.

There are eleven (11) signalized intersections within the project limits:

	Type		Legs			Proposed Work
	Span Wire	Mast Arm	2	3	4	
East 9th Street		X			X	No work
East 14th Street		X			X	No work
East 18th Street		X			X	No work
East 19th Street		X		X		No work
East 21st Street		X				No work (5 Leg)
East 30th Street		X			X	No work.
East 36th Street	X				X	Remove existing span wires and replace with new traffic signals on mast arms with backplates and corresponding pedestrian signals.
East 40th Street		X			X	No work
East 46th Street	X				X	Remove existing span wires and replace with new traffic signals on mast arms with backplates and corresponding pedestrian signals.
Prospect Street	X			X		Remove existing span wires and replace with new traffic signals on mast arms with backplates and corresponding pedestrian signals.
East 55th Street		X			X	No work.

These principles shall be applied to all intersections within the limits of the project, except as altered by the City of Cleveland Division of Traffic Engineering.

1. Acquisition of all traffic data shall be performed, including existing intersection geometrics, existing utilities, existing signage, pole locations and pole numbers at all signalized intersections.
2. Full 9-Hour turning movement counts shall be performed at all intersections, on a typical weekday for the hours of 6:30 A.M. to 9:30 A.M., 11:00 A.M. to 1:30 P.M. and 3:00 P.M. to 6:30 P.M. Any intersection in the vicinity of a school or school crossing shall be counted one-half hour before and after arrival and dismissal times or until all traffic affected by the school is deemed finished. The counts shall be tallied in 15 minute intervals and must be split into three categories: Autos / Light Trucks / Bicycles, Medium / Heavy Trucks / Buses, pedestrians and cyclists. The counts shall be processed to establish the current year average daily traffic (A.D.T.), 20 year A.D.T., design hour volume, directional distribution, percentage of buses and commercial trucks. The procedure shall be as outlined in the most recent version of the Highway Capacity Manual.
3. Consultant shall submit a written report to the City of Cleveland, Division of Traffic Engineering. The report will show traffic count results, warrant analyses, conclusions, and recommendations for the mentioned signals. The consultant is to perform a removal analysis at any signal found to be unwarranted. The report will also include an appendix showing data collection and any calculations used to determine recommendations. The consultant shall perform the removal analysis as outlined in the FHWA “User Guide for Removal of Not Needed Signals.”
4. New loop detectors shall be provided on the side streets and existing loop detectors at signalized intersections shall be replaced. Alternatively, radar detection will be provided for actuated signal phases. New Traffic Signal designs shall be presented on plan sheets:
 - Traffic Signal Proposed Designs at 1” = 10’ scale
 - Wiring Diagram
 - *Phasing Diagram and Timing chart
 - *Sequence Chart
 - Loop Detector Chart (two loops per lane are to be provided unless otherwise specified by Traffic Engineering)
 - Mast Arm Pole Charts
 - *Offset and Coordination parameters
 - Sign and Pavement Marking Details (Existing and proposed signs are to be shown on the traffic control plan at 1” = 40’ scale))
 - Pedestrian signals and pushbuttons

* The City of Cleveland Division of Traffic Engineering will provide the design data for these categories. The consultant will be required to include the information in the plan sheets.

5. All new traffic signals will be installed on mast arms, and new controllers are to be ground mounted in cabinets with 12" risers. Solid State Controllers will be used on this project. Siemens TS2 – Type 2 controllers and TS2 – Type 1 cabinets are to be provided. Semi-actuated signal controller timing plans will be provided by the City of Cleveland.
6. The consultant shall provide pavement marking details and signing details along with appropriate summary charts. The new pavement marking plan will include two travel lanes in each direction, a two-way left turn lane (TWLTL), and left turn lanes at signalized intersections. The preliminary plan should be submitted with Stage 1.
7. The Ohio Manual of Uniform Traffic Control Devices and the latest City of Cleveland Division of Traffic Engineering and ODOT Standards shall be utilized. No bike lane signs shall be included in the signing and striping work. All striping, i.e., center lines, lane lines, stop bars, crosswalks, channelizing lines, transverse lines, etc. shall be painted using ODOT epoxy (concrete surface) or thermoplastic (asphalt surface) pavement markings.
8. Street name signs will be replaced using the latest City of Cleveland specifications and standards. Street name signs will be mounted on mast arms at all signalized intersections. All signage shall comply with the OMUTCD for design, color, and reflectivity.
9. Detailed maintenance of traffic plans will not be required for the entire corridor. However, the consultant shall provide enough detail to convey to the contractor the requested scheme. At a minimum, this shall include detailed typical sections, with lane widths, approach and exit details for each phase, phased construction details for major intersections or reconstruction areas, requirements for traffic signals, and construction sequence for completing the entire project.

This project will be part- width construction, with two distinct traffic control schemes. To the west of I-90, the project will maintain three lanes of traffic with one through lane in each direction and a center left turn lane. To the east of I-90, the project will maintain two lanes, one-way. The opposite direction will be detoured to a parallel route. The consultant is to make a recommendation for the directions of the one-way pattern and the detour route during Stage 1 design. Coordination with ODOT's CCG3A project will be needed. The consultant should anticipate that work will be performed in two phases, depending on the extent and sequencing of utility work. Phasing sequences will be included with the Plan General Note Construction Sequence and coordinated with E&C and the Division of Traffic Engineering during Stage 1 design..

Major intersections will remain open to two-way traffic during construction for the cross street, which will require detailed phased construction MOT plan views. The major intersections are

East 9th St., East 14th St., East 18th St., East 21st St., East 22nd St., East 30th St., East 40th St. and Prospect Rd.

MOT plans shall include provisions for maintaining pedestrian traffic.

The MOT details will show the types and locations of all signs being used, temporary pavement markings, lane widths, temporary or relocated signals, process of closing streets and lanes, placement of barrels and barricades, transitions between different construction zones for phased work, etc.

All MOT plan drawings shall be prepared according to the Ohio Manual of Uniform Traffic Control Devices. The plans will also include a detailed set of notes describing that which cannot be explained graphically including, but not limited to construction phasing, driveways for businesses and residents, and on-street parking. Maintenance of traffic plans will be submitted to Division of Traffic Engineering and E&C Design concurrently for approval. Part width construction is anticipated to be performed in two stages.

10. Approval of issues as outlined in this scope made by any other Division or Department other than the Department of Public Works, Division of Traffic Engineering will not be considered official approvals. Therefore, all plans and documents related to the above scope will be reviewed directly by the Division of Traffic Engineering.
11. At E. 19th St., the north curb line will be moved to shorten the crosswalk that crosses Carnegie Ave. on the west side of the intersection. This will remove not less than two parking spaces from the recessed parking lane.
12. At Prospect Rd., the Consultant will provide not less than two conceptual plans during Stage 1 design for the addition of crosswalks on the north and west sides of the intersection. At least one of them will include the relocation of curb lines at the NE corner of the intersection. The traffic control plans shall include Prospect Rd. between E. 46th St. and Carnegie Ave.; it's possible the pavement markings will be relocated in that area.
13. The Consultant will examine the curb lines at the E. 55th St. intersection and recommend during design Stage 1 a way to reduce the south curb line offset.