

Mayor Don Walters
2310 Second Street
Cuyahoga Falls, Ohio 44221



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Development Director

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REQUEST FOR PROPOSALS FOR PROFESSIONAL QUALIFICATIONS

ENGINEERING DESIGN SERVICES
FOR THE CONSTRUCTION OF MUD BROOK TRAIL PHASE II
(BATH ROAD TO PEOPLE CARE PARK DRIVE)

Accepted until April 3, 2024

Department of Community Development
2310 Second Street
Cuyahoga Falls, Ohio 44221

REQUEST FOR PROPOSAL

For

PROFESSIONAL QUALIFICATIONS

ENGINEERING DESIGN SERVICES FOR THE CONSTRUCTION OF MUD BROOK TRAIL PHASE II BATH ROAD TO PEOPLE CARE PARK DRIVE

I. INTRODUCTION

The City of Cuyahoga Falls is proposing to construct the Mud Brook Trail Phase II from Bath Road to People Care Park Drive. Cuyahoga Falls must prepare project construction documents for said construction.

Cuyahoga Falls requests proposals to prepare preliminary and final design construction documents and all document preparation associated therewith.

II. BASIC SCOPE OF SERVICES

The basic scope of services shall include providing tools, materials and labor to perform the following work:

It is anticipated the trail will generally follow the preliminary alignment previously designed (See Exhibit I) and will include centerline and right-of-way survey, field location survey, new typical trail section, and storm sewers as required.

It is anticipated that the typical trail sections will match the trail section constructed for Mud Brook Trail Phase I (See Exhibit II). Wetland Delineation Report for the Mud Brook/Mill Pond is also available for review (Exhibit III).

The work shall be in two (2) phases.

Phase I

Preliminary drawings, meetings with City personnel for comments and estimate of probable cost.

Phase II

Submittal of final construction drawings in a format suitable for bidding purposes by the City, including but not limited to, construction drawings, specifications, bid quantities and estimate. The final submittal shall address all comments. The work shall include but is not limited to:

- A. Prepare centerline layout drawings based on previous surveys and design work, supplemented as needed by field surveys plus any proposed right-of-way acquisitions or required easements.
- B. Prepare plan and profile sheets for the construction of the multi-purpose trail.
- C. Preparation and submittal of 404/401 permits.
- D. Preparation of Storm Water Pollution Prevention Plan (SWPPP).
- E. Project management, including competitive bidding of contractors, payment of contractors, and the creation of necessary project summaries for reimbursement from the Ohio Department of Natural Resources.

III. GENERAL PROJECT PARAMETERS

1. Design

All design and drafting work shall be performed in accordance with Ohio Department of Transportation (ODOT) including the Multimodal Design Guide and for review and approval by the City.

2. Progress Documents

Submit three (3) interim sets of documents to the City.

3. Governmental Approval

Submit one (1) complete set of plans to all utility companies within the project area and revised in accordance with their comments. A letter from each utility acknowledging acceptance of the improvements shall be submitted to the City.

IV. OBJECTIVE

The objective is to request a Statement of Qualifications (SOQ's) to select a qualified engineering firm to complete the engineering services required to design and prepare construction documents for the construction of Mud Brook Trail Phase II. Because the services are professional services, because qualified consulting engineering efforts could reduce the overall project cost and because the quality of the public improvements depends on the qualifications of the consultant, selection of the engineering consulting firm will be based upon a predetermined set of weighted criteria.

V. EVALUATION CRITERIA

The following are the primary evaluation criteria the City plans to utilize to select the best-qualified firm (see Exhibit IV for scoring). In addition to the evaluation criteria, the city will be looking at design and engineering experience in roadway design. Selection is very subjective in many areas and the decision of the City Administration will be final and not subject to re-evaluation by the firms submitting a Statement of Qualifications.

- Responsibility and stability – such considerations as length of time firm has been in business, length of time principals have been with firm, financial responsibility, professional liability coverage, etc.
- Experience – such considerations as other similar projects completed by the firm, similar design projects completed by key personnel of the firm, support staff abilities, range of in-house capabilities, etc.
- Location – Such consideration as location of firm's office that will be responsible for project coordination, previous work in the general geographic area, key project personnel office location, etc. Lower project costs should result if limited travel expenses are required and better communication can be maintained which should result in a higher quality project.
- Quality of work – Such considerations as adequateness of material supplied to permit evaluation, evaluation, quality of presentation, cooperation, concern, etc.
- Time schedule and anticipated man-hours to complete the project.

The City will accept SOQ's until 4:00 p.m. Wednesday April 3, 2024. Consultants must submit their SOQ's electronically to the City of Cuyahoga Falls Community Development Department Email, at Development@cityofcf.com The subject line

of the email should read “Statement of Qualifications for Professional Engineering Services, Design of the Mud Brook Trail Phase II.”

The City retains the option of rejecting or accepting any Statement of Qualifications. Should a firm be selected and the City cannot negotiate a contract with the selected firm ranked best qualified, the City shall inform the firm in writing of the termination of negotiations and enter into negotiations with the firm ranked next best qualified. If negotiations again fail, the same procedure shall be followed with each next best-qualified firm selected until a contract is negotiated. However, the City retains the right to reject all SOQ's and initiate the process of obtaining SOQ's from qualified engineering firms at a later date.

VI. Statement of Qualifications

The specific format of the Statement of Qualifications (SOQ's) shall be per the responding firm's judgment. However, shall include the following data:

1. Two-page project summary narrative defining the firm's interpretation of the scope of the project and approach to engineering and design.
2. Project personnel organization.
3. Firm Profile.
4. Principal Profile.
5. Technical Expertise Profile.
6. General anticipated project schedule or time line.
7. General anticipated man-hours to complete the project based on past experience.
8. Additional pertinent information

The City requests that, in addition to a general list of representative projects, responding firms select one or two of its completed projects of similar size and scope. The selected project shall be a project that has been completed for at least three years but no more than five years. A detailed description of services rendered, the name, mailing address and phone number of the client's project manager, and the name and mailing of the general contractor.

The responding firms are also requested to provide a proposed project team that will most likely work on this project. Members should include personnel from the partner down to the engineer-in-training level. Sub-professional: level employees not providing a significant role on the project do not need to be included.

A resume of each member of the team is needed and should detail relevant experience, length of service with the firm, educational background, and

professional background. Sub-consultant's roles on the project should also be listed.


VII. INTERVIEWS

The City reserves the right to conduct face-to-face interviews with any, all, or none of the responding firms. In the event the City selection committee deems interviews necessary to select the best firm, the City will establish a meeting at a mutually acceptable time at City office. The City selection committee will meet key members of the firm's proposed project team. It shall be the selection committee's sole decision on whether any interviews are held and with which firm's interviews are held.

EXHIBIT I

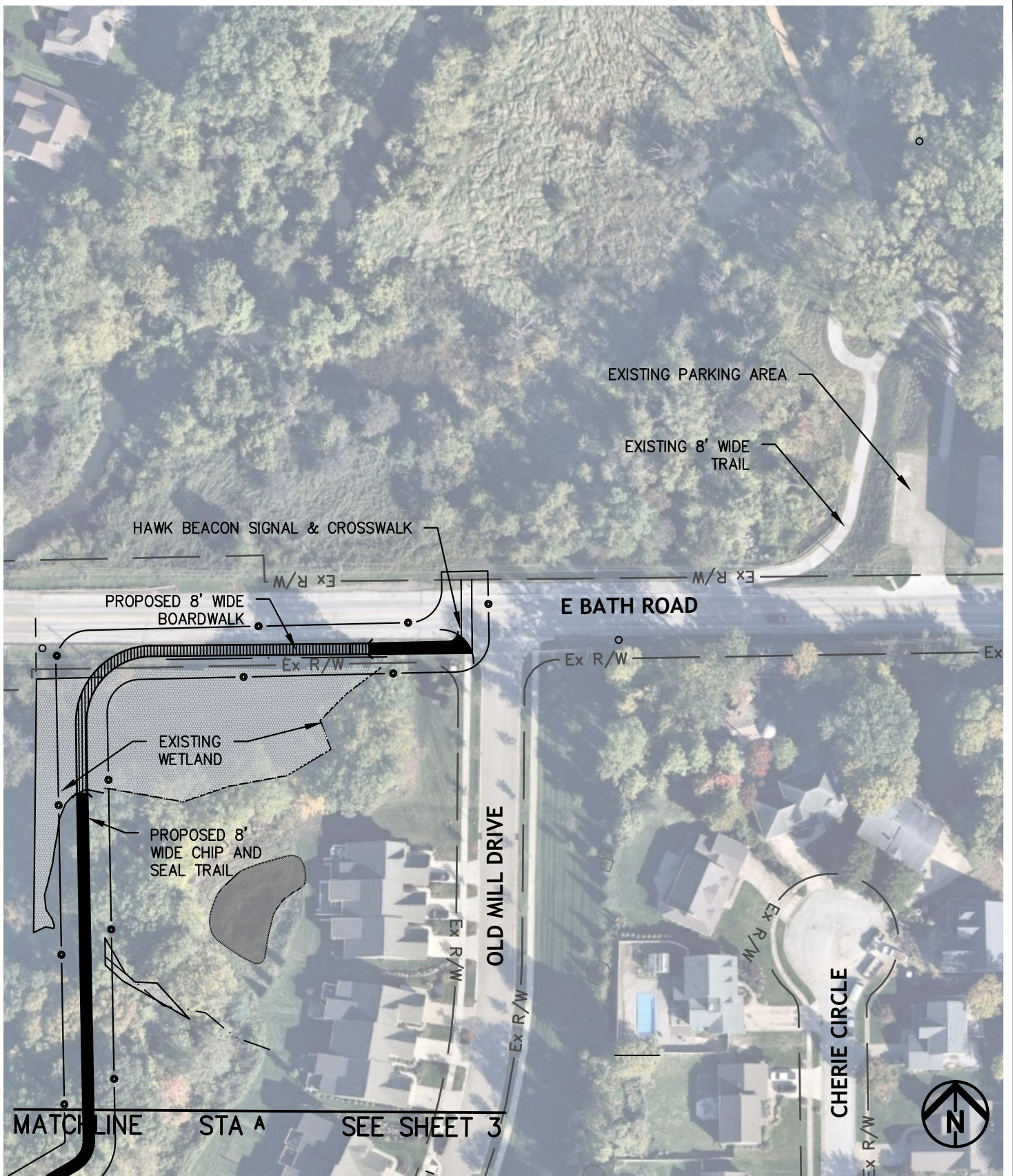
Mud Brook Trail Phase II -Preliminary Alignment



 Mud Brook-Mill Pond Phase II (proposed)

1 inch = 300 feet

ENVIRONMENTAL DESIGN GROUP, CITY OF CUYAHOGA FALLS, MILL POND-MUD BROOK MASTER PLAN/CLEAN OHIO TRAIL GRANT/PHASE 2/CAD/14-00496-17P OF TRAIL PHASE 2.DWG - 3/27/2023 12:53:09 PM



Environmental Design Group
 AKRON / CLEVELAND / COLUMBUS
 HQ 450 GRANT ST., AKRON, OH 44311
 P 330.375.1390 / TF 800.835.1390
 W ENVDESIGNGROUP.COM

CITY OF CUYAHOGA FALLS
Mud Brook- Mill Pond Trail - Phase 2

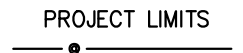


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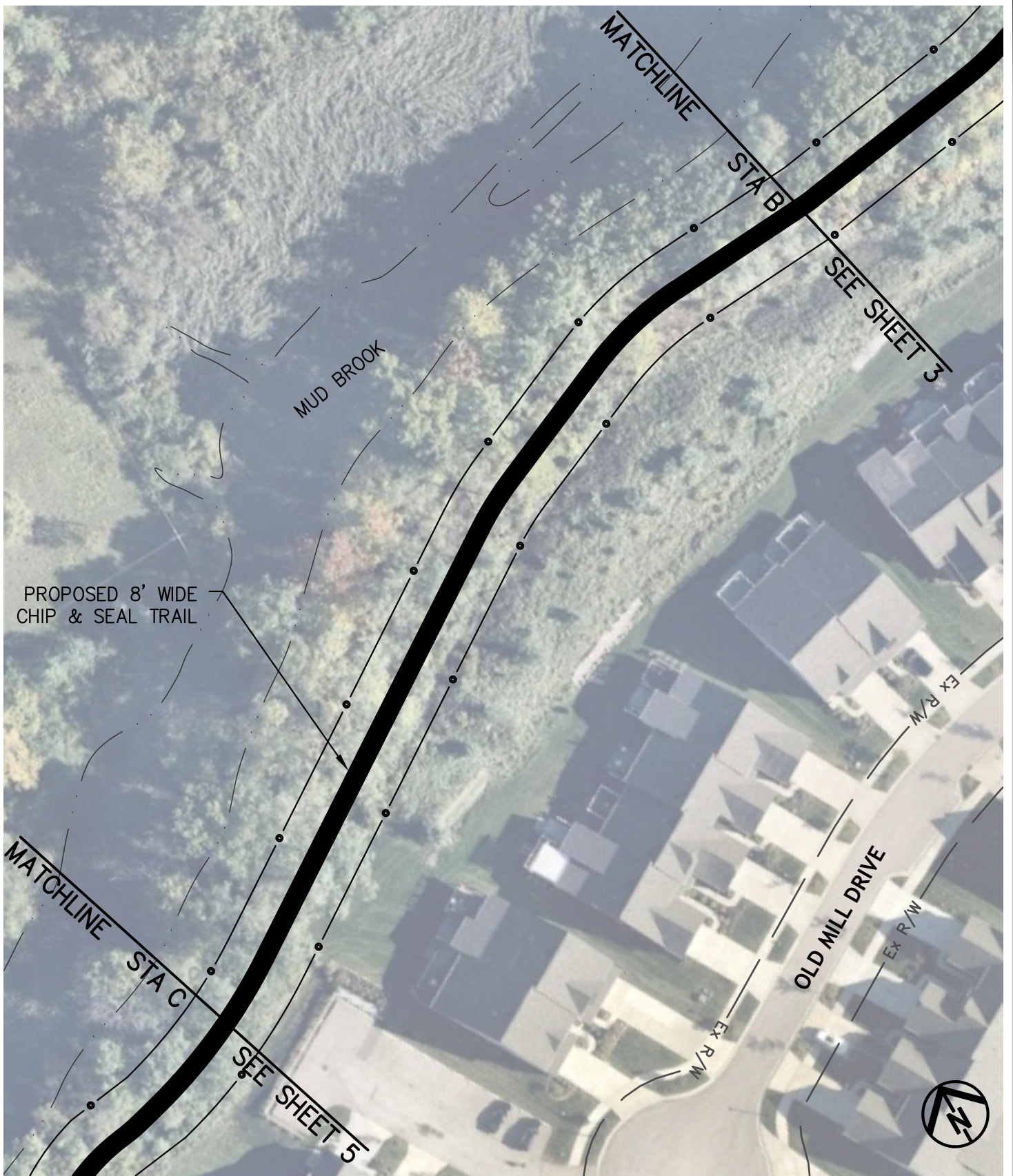


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Mud Brook- Mill Pond Trail - Phase 2



ENVIRONMENTAL DESIGN GROUP, CITY OF CUYAHOGA FALLS, CITY OF 14-00436-010 MILL POND-MUD BROOK MASTER PLAN/CLEAN OHIO TRAIL GRANT/PHASE 2/CAAD/14-00436-17P OF TRAIL PHASE 2.DWG - 3/27/2023 12:53:20 PM



PROPOSED 8' WIDE
CHIP & SEAL TRAIL

MATCHLINE
STA C

SEE SHEET 5

MATCHLINE
STA B

SEE SHEET 3

OLD MILL DRIVE

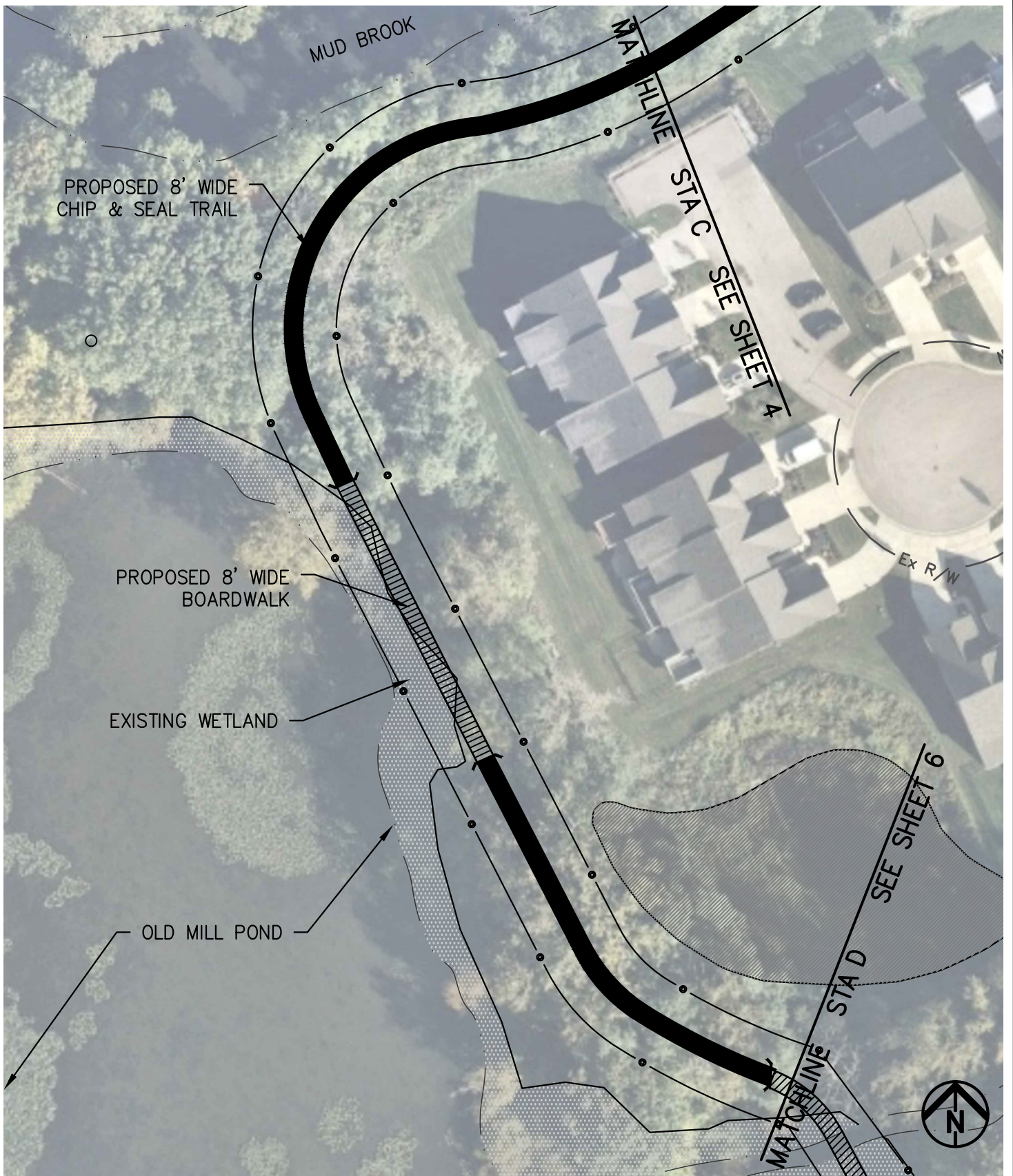


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CITY OF CUYAHOGA FALLS Mud Brook- Mill Pond Trail - Phase 2



ENVIRONMENTAL DESIGN GROUP, CITY OF CUYAHOGA FALLS, CITY OF 14-00436-010 MILL POND-MUD BROOK MASTER PLAN/CLEAN OHIO TRAIL GRANT/PHASE 2/CAD/14-00436-17P OF TRAIL PHASE 2.DWG - 3/27/2023 12:53:24 PM

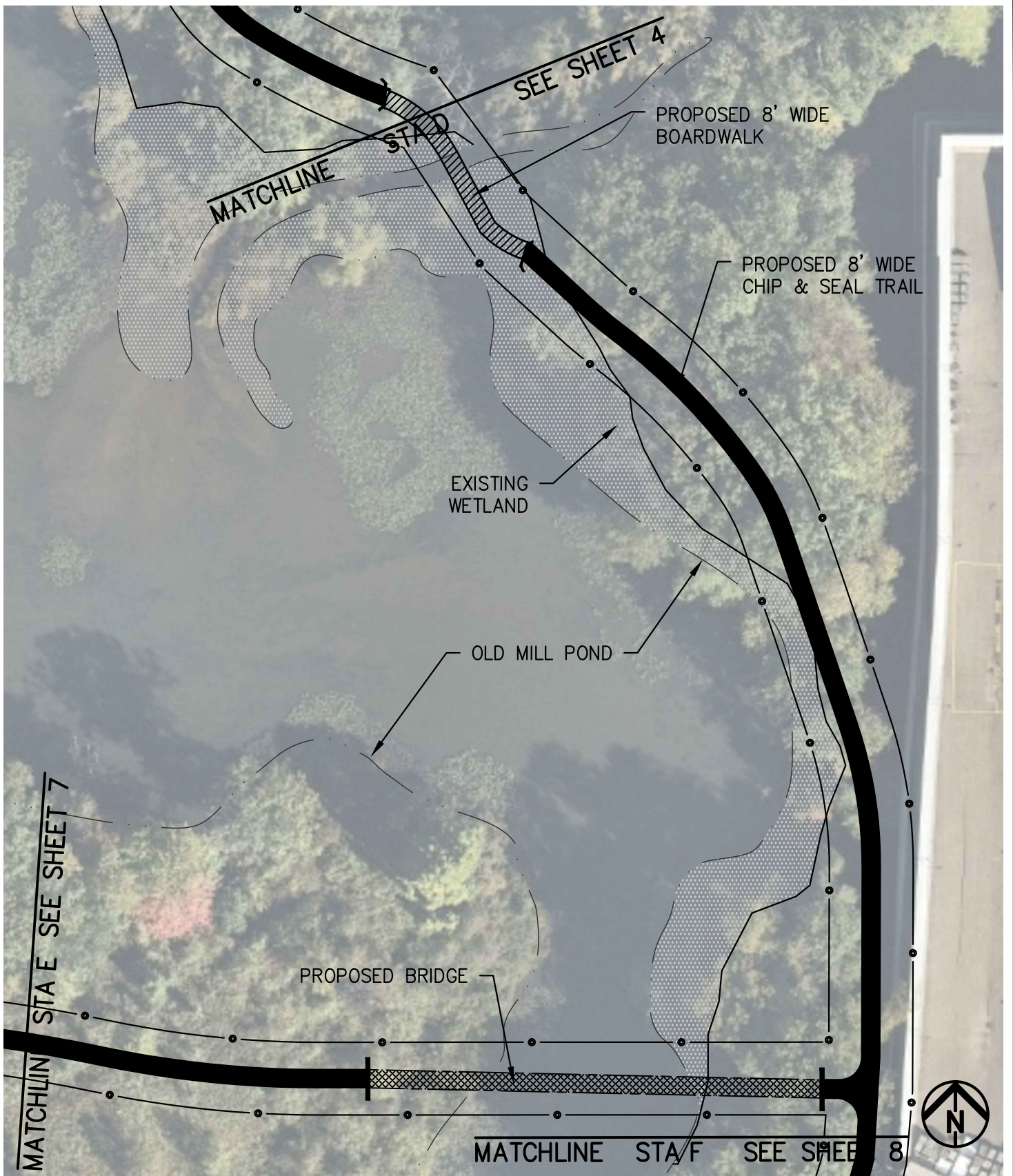


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CITY OF CUYAHOGA FALLS Mud Brook- Mill Pond Trail - Phase 2



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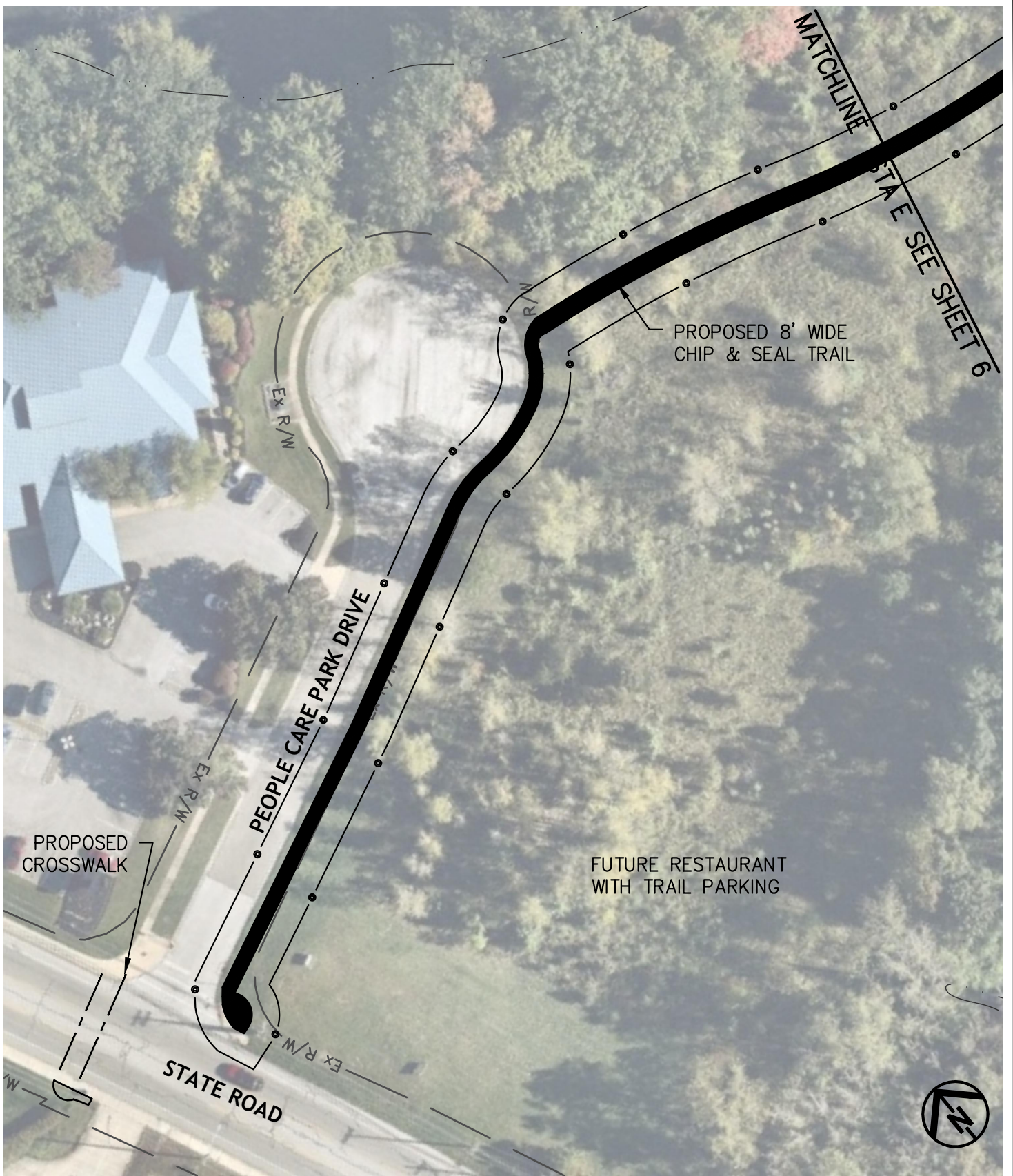
**Environmental
Design Group**

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CITY OF CUYAHOGA FALLS Mud Brook- Mill Pond Trail - Phase 2



ENVIRONMENTAL DESIGN GROUP, CITY OF CUYAHOGA FALLS, MILL POND-MUD BROOK MASTER PLAN/CLEAN OHIO TRAIL GRANT/PHASE 2/CAD/14-00436-17P.CF TRAIL PHASE 2.DWG - 3/27/2023 12:53:35 PM



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Mud Brook- Mill Pond Trail - Phase 2

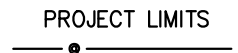
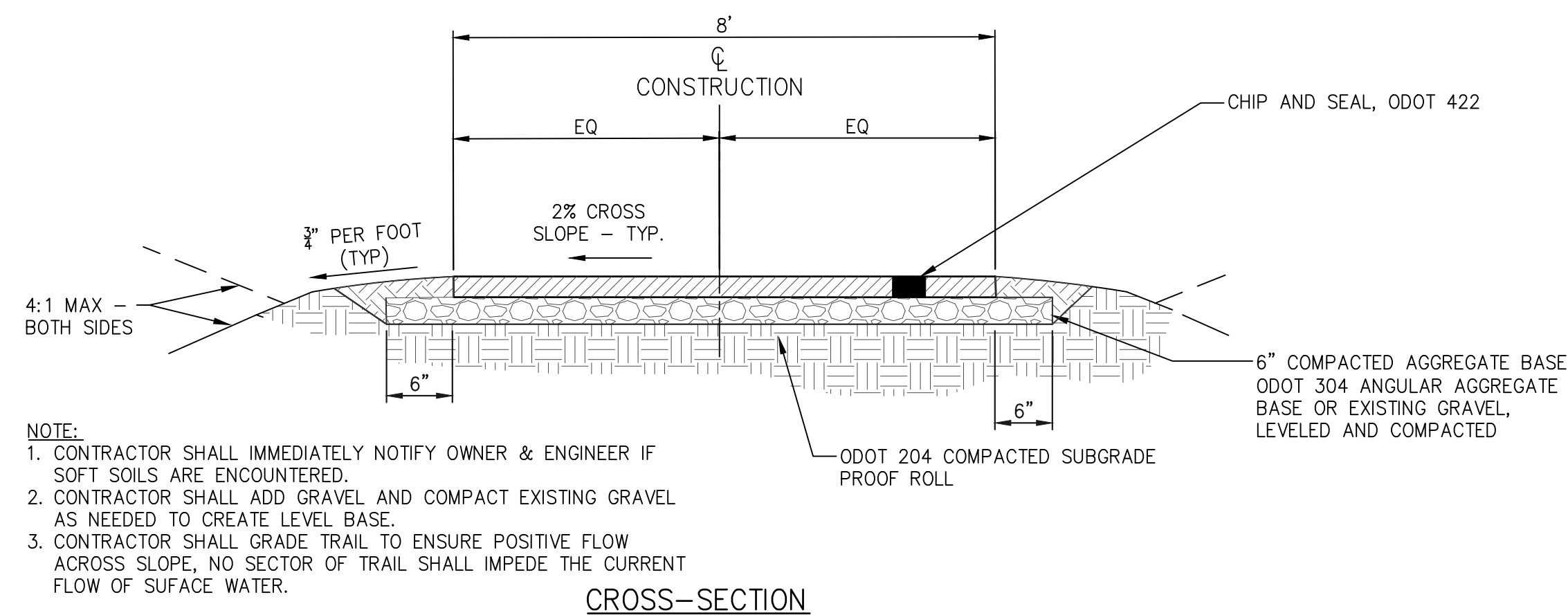


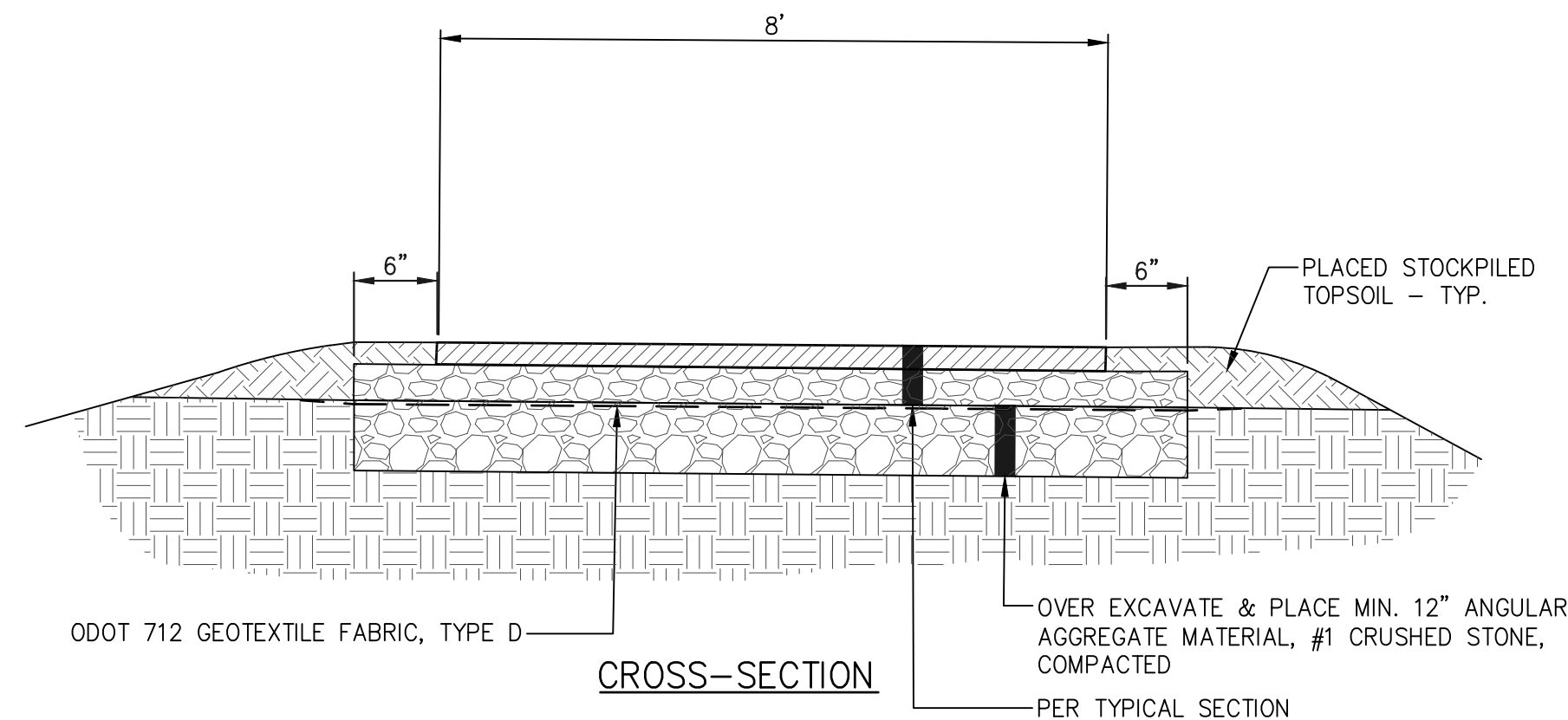
EXHIBIT II
Mud Brook Trail Phase I – Typical Section



NOTE:
1. CONTRACTOR SHALL IMMEDIATELY NOTIFY OWNER & ENGINEER IF SOFT SOILS ARE ENCOUNTERED.
2. CONTRACTOR SHALL ADD GRAVEL AND COMPACT EXISTING GRAVEL AS NEEDED TO CREATE LEVEL BASE.
3. CONTRACTOR SHALL GRADE TRAIL TO ENSURE POSITIVE FLOW ACROSS SLOPE, NO SECTOR OF TRAIL SHALL IMPEDE THE CURRENT FLOW OF SURFACE WATER.

CROSS-SECTION

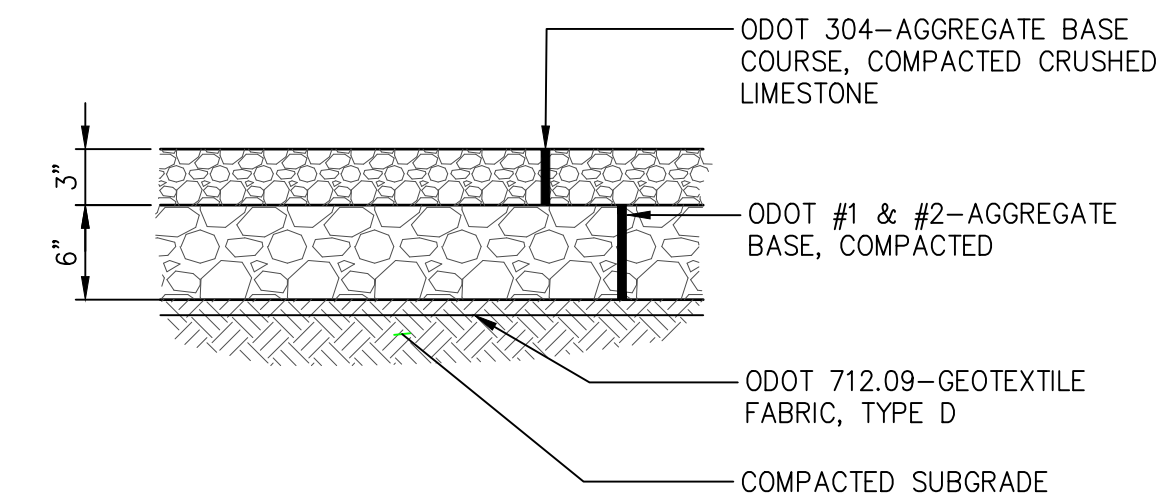
1
30 CHIP & SEAL TRAIL - TYPE 1
NOT TO SCALE



NOTE:
1. CONTRACTOR SHALL IMMEDIATELY NOTIFY OWNER & ENGINEER IF SOFT SOILS ARE ENCOUNTERED.
2. CONTRACTOR SHALL ADD GRAVEL AND COMPACT EXISTING GRAVEL AS NEEDED TO CREATE LEVEL BASE.
3. CONTRACTOR SHALL GRADE TRAIL TO ENSURE POSITIVE FLOW ACROSS SLOPE, NO SECTOR OF TRAIL SHALL IMPEDE THE CURRENT FLOW OF SURFACE WATER.

CROSS-SECTION

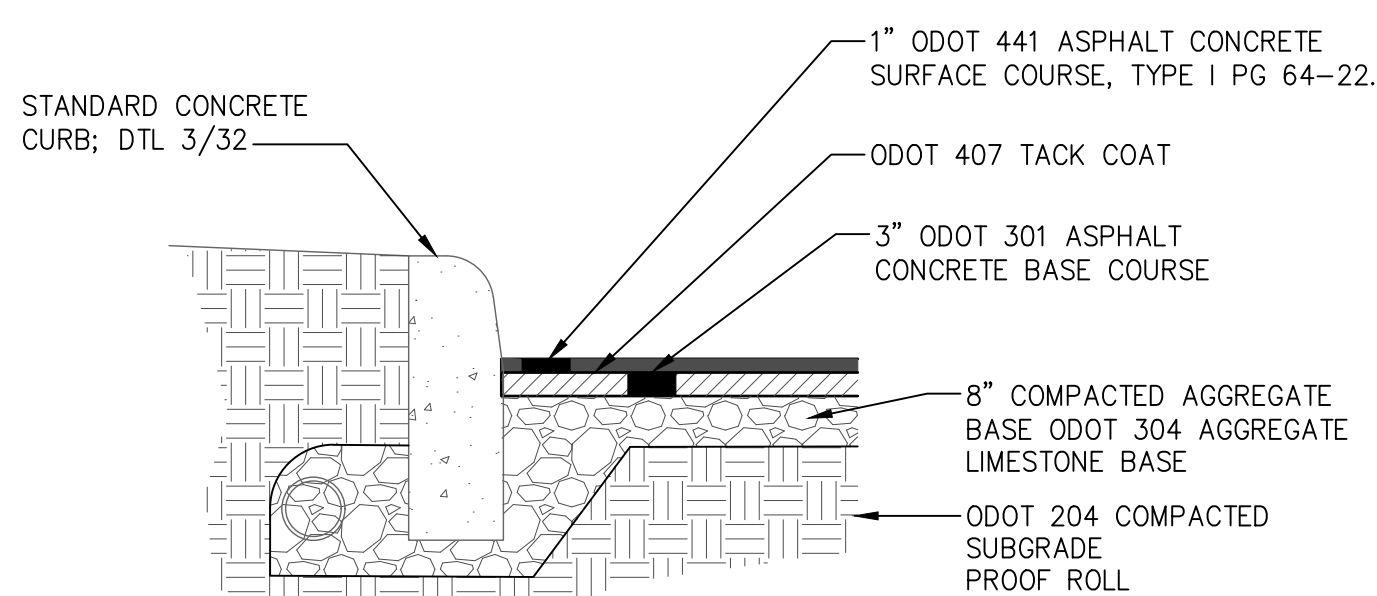
2
30 CHIP & SEAL TRAIL - TYPE 2
NOT TO SCALE



NOTE:
1. CONTRACTOR SHALL IMMEDIATELY NOTIFY OWNER & ENGINEER IF SOFT SOILS ARE ENCOUNTERED.
2. CONTRACTOR SHALL ADD GRAVEL AND COMPACT EXISTING GRAVEL AS NEEDED TO CREATE LEVEL BASE.
3. CONTRACTOR SHALL GRADE TRAIL TO ENSURE POSITIVE FLOW ACROSS SLOPE, NO SECTOR OF TRAIL SHALL IMPEDE THE CURRENT FLOW OF SURFACE WATER.

3
30 VEHICULAR GRAVEL PAVEMENT
NOT TO SCALE

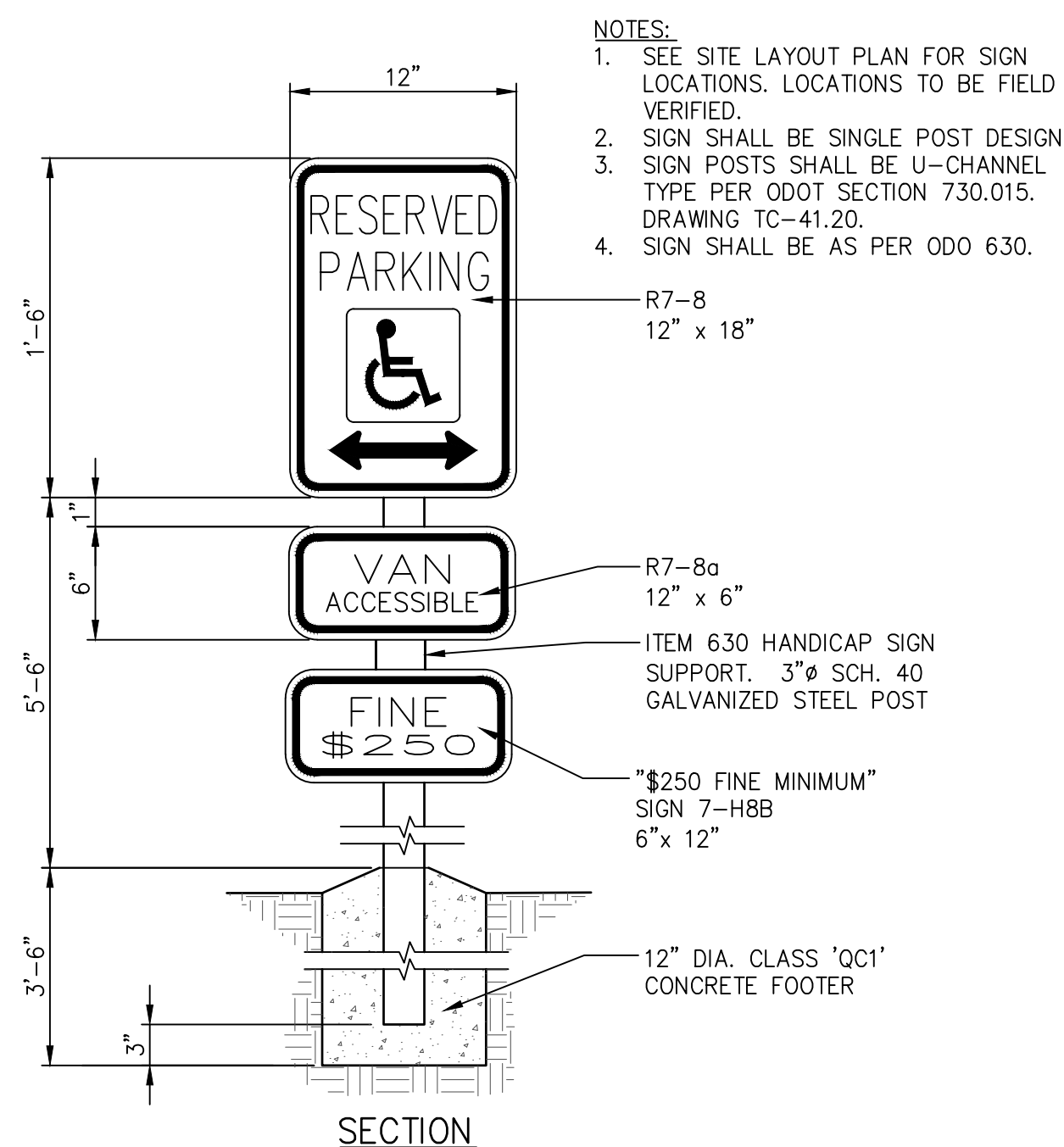
NOTE:
1. CONTRACTOR SHALL IMMEDIATELY NOTIFY OWNER IF SOFT SOILS ARE ENCOUNTERED.



PARTIAL CROSS-SECTION

4
30 VEHICULAR ASPHALT PAVEMENT (ALT #2)
NOT TO SCALE

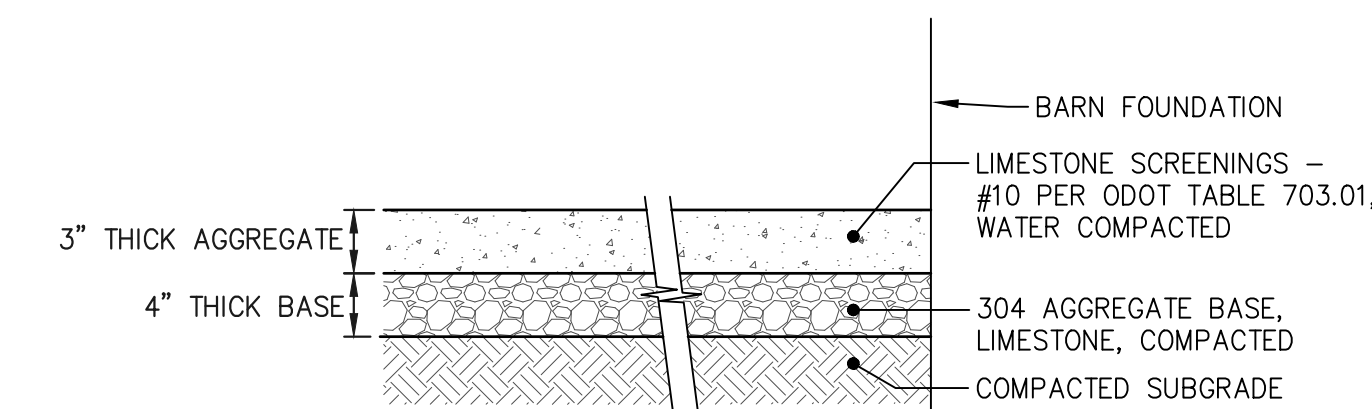
5
30 NOT USED
NOT TO SCALE



NOTES:
1. SEE SITE LAYOUT PLAN FOR SIGN LOCATIONS. LOCATIONS TO BE FIELD VERIFIED.
2. SIGN SHALL BE SINGLE POST DESIGN.
3. SIGN POSTS SHALL BE U-CHANNEL TYPE PER ODOT SECTION 730.015. DRAWING TC-41.20.
4. SIGN SHALL BE AS PER ODO 630.

SECTION

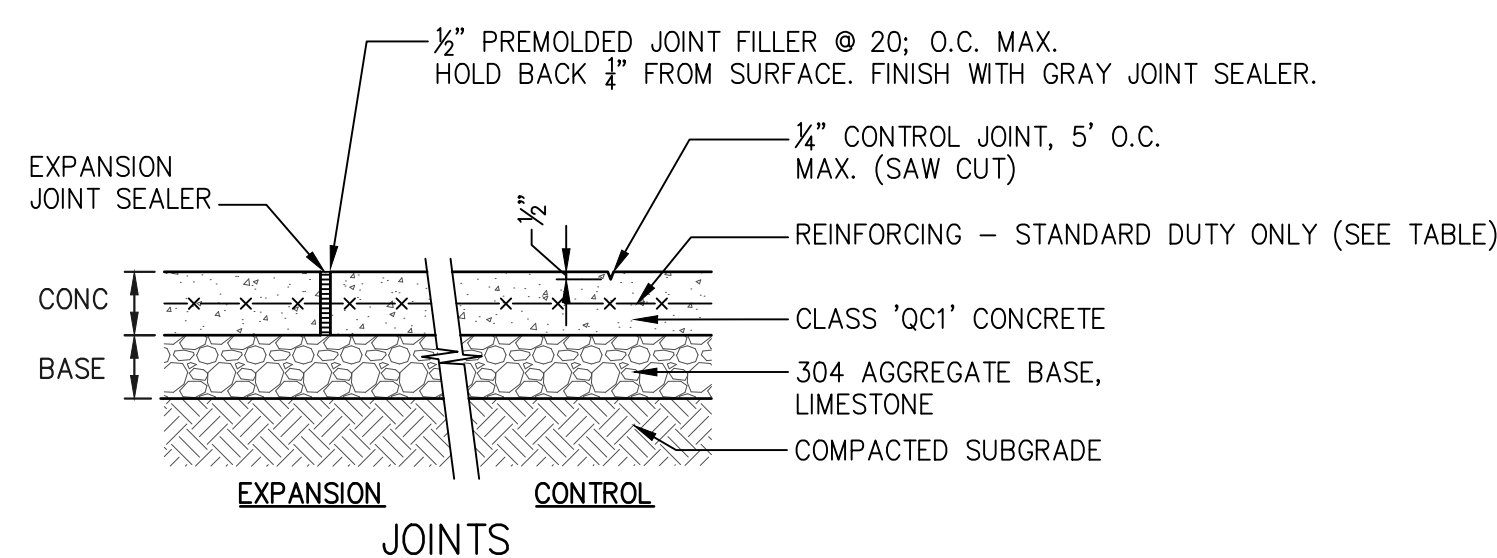
6
30 ACCESSIBLE PARKING SIGNAGE
NOT TO SCALE



NOTE:
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2. CONTRACTOR SHALL ADD GRAVEL AND COMPACT EXISTING GRAVEL AS NEEDED TO CREATE LEVEL BASE.
3. CONTRACTOR SHALL GRADE TRAIL TO ENSURE POSITIVE FLOW ACROSS SLOPE, NO SECTOR OF TRAIL SHALL IMPEDE THE CURRENT FLOW OF SURFACE WATER.

7
30 CRUSHED LIMESTONE
NOT TO SCALE

NOTES:
1. EXPANSION JOINT - 1/2" AT 20' O.C. MAX. OR AS SHOWN ON DRAWINGS AT ALL CURBS, WALKS, WALLS AND OTHER FIXED OBJECTS.
2. CONTROL JOINT - AS SHOWN ON DRAWINGS; MIN. 5' O.C.
3. CROSS SLOPE - 1/4" PER FOOT MIN. TO DRAIN
4. MEDIUM BROOM FINISH PERPENDICULAR TO THE DIRECTION OF TRAVEL.
5. USE EDGING TOOL AT PERIMETER.
6. SEE SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS.



JOINTS

CONCRETE PAVEMENT	CONC	BASE	REINFORCING
STANDARD DUTY	5"	4"	6X6 - W4/4
HEAVY DUTY	8"	4"	NONE

8
30 CONCRETE PAVEMENT - HEAVY DUTY (BASE) & STANDAR DUTY (ALT #1)
NOT TO SCALE

MILL POND-MUD BROOK
GREENWAY
CITY OF CUYAHOGA FALLS



BID SET

DATE:

REVISIONS		
NO.	DATE	DESCRIPTION

PROJECT NO.: 14-00436-060
DRAWN BY: RB
CHECKED BY: KGH
DATE ISSUED: 2/19/2021

CONSTRUCTION
DETAILS A

EXHIBIT III

Wetland & Other Waters Delineation Report – Old Mill Pond 1/10/24

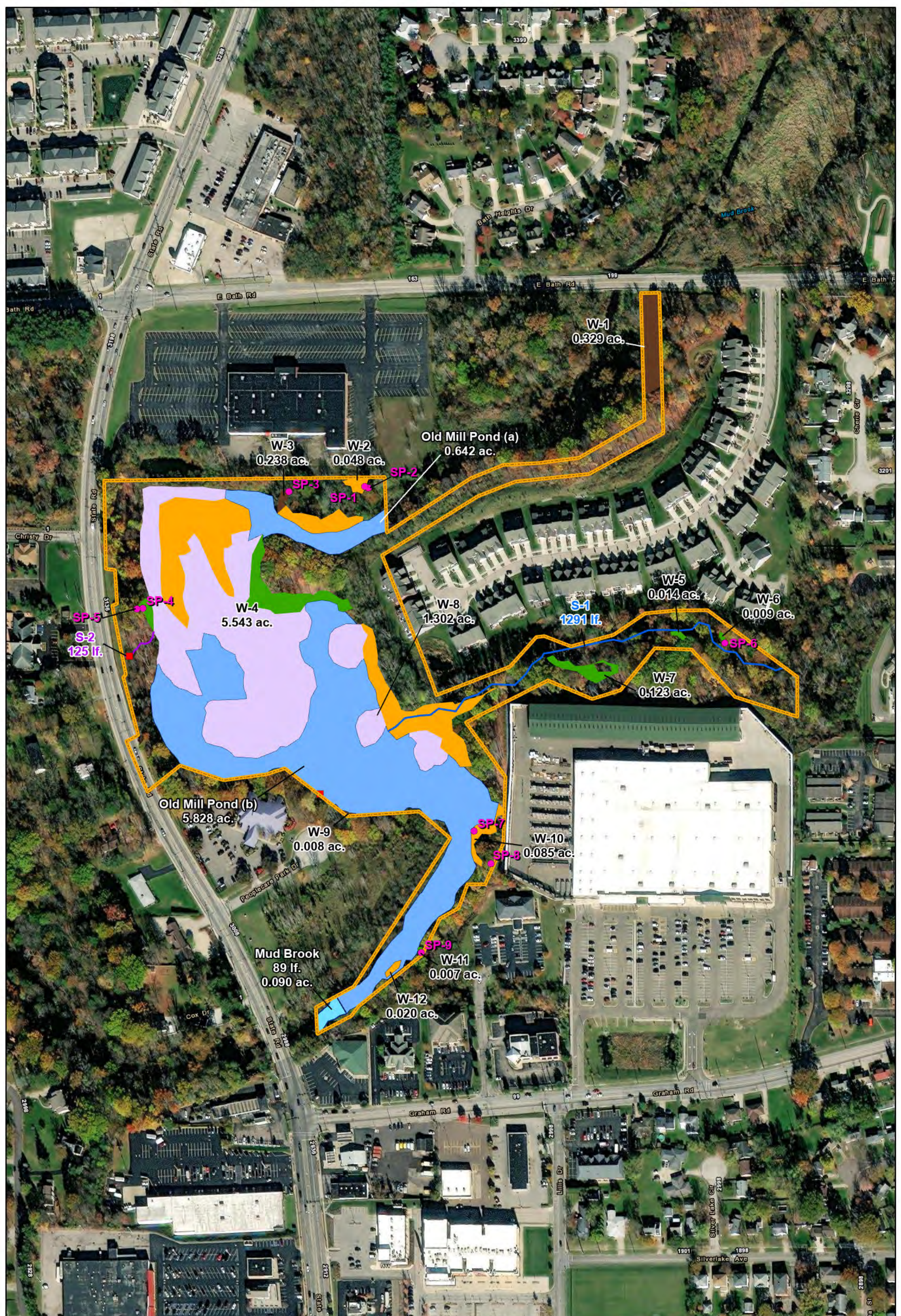


Figure 5.
Site Map of Wetlands
and Other Water Resources.
Mill Pond Sediment and
Environmental Evaluation.

● Sample Plot	Stream (Perennial)
■ Culvert	Wetland (PAB)
— Stream (Ephemeral)	Wetland (PEM)
— Stream (Perennial)	Wetland (PFO)
	Wetland (PSS)
	Open Water
	Project Area

0 50 100 200 300 Feet

0 25 50 100 Meters

EnviroScience™
 Excellence In Any Environment



Figure 6.
 FEMA Map of Site in
 Summit County, Ohio.
 Mill Pond Sediment and
 Environmental Evaluation.

100-Year Flood Zone
 Project Area

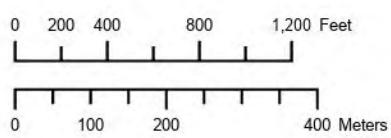


EXHIBIT IV
Scoring Criteria

EVALUATION CRITERIA	Max Points
Section 1 - Responsibility and Stability	Yes/No
Section 2 - Experience	
Firm	20
Project Manager	15
Support Staff	15
Section 3 - Location	10
Section 4 - Primary Firm Location	10
Section 5 - Quality of Work	20
Section 6 - Time Schedule	10
TOTAL	100