



SHAKER HEIGHTS

Memorandum

TO: Finance and Administration Committee Members

FROM: Ann Klavora, Principal Planner
Joyce Braverman, Director of Planning

CC: David E. Weiss, Mayor
Jeri Chaikin, Chief Administrative Officer

SUBJECT: Warrensville Center Streetscape Improvements
Construction Administration/Inspection Services Contract

DATE: April 15, 2019

This is a recommendation to enter into a professional services contract for construction inspection and administration of the Warrensville Center Road Streetscape Improvements project.

Primary streetscape construction activities include concrete sidewalks, curbs, asphalt pavement, ADA ramp installation, pedestrian lighting, landscaping and signage along the east side of Warrensville between Scottsdale and Farnsleigh, and along the north side of Farnsleigh between Warrensville and Thornton Park.

The professional services include construction inspection and administration for streetscape improvements in the Van Aken District. This consultant is required by the Ohio Department of Transportation (ODOT) when Federal funding is involved in a project, and will act as the City's onsite construction manager and inspector for the duration of the project.

The Request for Qualifications was posted on the ODOT website for three weeks per ODOT consultant contract administration requirements beginning March 11, 2019. Six letters of interest were submitted by the April 1 deadline. A selection committee (Ann Klavora, Christian Maier, and Kyle Krewson) reviewed the letters of interest and ranked them according to ODOT criteria.

The ODOT review criteria are: (1) project manager; (2) strength/experience of assigned staff including sub-consultants; (3) consultant's past performance; (4) firm's current workload/availability of personnel; and (5) project approach. All consultants must be pre-qualified by ODOT to perform construction inspection and administration.

ODOT requires the City to select a consultant based on qualifications and then request a cost proposal.



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Firm	Ranking per ODOT Criteria
Greenman Pederson Inc. (GPI)*	91
Mannik Smith Group*	83
Quality Control Inc. (QCI)	82
HR Gray	82
CTL	81
JMT	69

* interview scheduled

Interviews with the top two qualified consultants are scheduled for April 10 and 11. GPI is currently providing the same services for the federally-funded Farnsleigh streetscape project. Based on submitted qualifications, references and interview, the City will request a price proposal from the top candidate. The estimated/budgeted cost is \$234,000.

We will not have a final cost proposal before the April 15 Finance Committee meeting, but it is important to continue forward with the recommendation process in order to meet the required ODOT process and begin construction in a timely fashion this spring. A final recommendation and contract amount will be available for the City Council meeting on April 22. The Safety & Public Works Committee supported the recommendation approach and direction at their April 5 meeting.

The contract will be funded with Shaker Heights capital funds for Van Aken District construction, which were appropriated via Ordinance 08-87 and 08-127. Federal grant funds will also be used if available after construction is complete. Based on currently available information, no new funding or appropriation is required.

An overview of the current project budget is included below.

	Design/ Engineering	Construction	Construction Admin/ Inspection	Owner's Rep	Total
NOACA Grant		\$1,500,000			\$1,500,000
2016 State Capital Grant	\$197,000	\$293,000			\$490,000
City of Shaker Heights	\$41,500	\$176,000	\$234,000	\$25,000	\$476,500
	\$238,500	\$1,969,000	\$234,000	\$25,000	\$2,466,500

Bids for construction of the improvements were opened April 1, and that contract will be awarded via the regular competitive bid process. The apparent low bidder is Perk Company, with a base bid of \$1,746,035.37. Construction is expected to begin in June.