

**08/28/17 Posting Date**  
**UNI/FRA-NW 33 Smart Mobility Corridor Project**  
**Implementation of the Advanced Transportation and Congestion Management**  
**Technologies Deployment Program Grant**  
**Project Management Consultant (PMC)**  
**PID No. 106432**  
**City of Marysville**  
**Response Due Date: 09/29/17**

**Communications Restrictions**

**Please note the following policy concerning communication between Consultants and the City of Marysville during the announcement and selection process:**

During the time period between advertisement and the announcement of final consultant selection, communication with consultants (or their agents) shall be limited as follows:

**Communications which are strictly prohibited:**

Any discussions or marketing activities related to this specific project.

**Allowable communications include:**

Technical or scope of services questions specific to the project or RFP requirements.

All questions and comments about this Request shall be submitted in writing by email to Terry Emery, at [temery@marysvilleohio.org](mailto:temery@marysvilleohio.org). All questions and responses will be posted to this website: <https://marysvilleohio.org/Bids.aspx?BidID=62>

Consultants are responsible to periodically monitor this website as no other means of communication will be utilized. All questions must be submitted on or before 09/20/17. Answers will be provided as questions are submitted, but no later than 09/25/17.

**An open pre-proposal meeting for any interested parties prior to the LOI and Proposal submission deadline will be held as follows:**

**September 18, 2017**  
**2:00p**  
**City of Marysville**  
**209 South Main Street**  
**Marysville, OH**

**Summary Project Description**

In 2016, the US 33 Innovation Corridor Council of Governments (COG) was successful in receiving an Advanced Transportation and Congestion Management Technologies Deployment program grant (ATCMTD) from the United States Department of Transportation (USDOT). The COG is a statutory organization among the City of Dublin, City of Marysville, Union County, and

the Marysville-Union County Port Authority that was created to oversee projects and developments along the US 33 Corridor. The COG is desirous of securing the services of a Project Management Consultant to oversee the implementation of the ATCMTD deployment grant. This project has been labeled as the NW 33 Smart Mobility Corridor Project.

The US 33 Smart Corridor will be an interconnected system of IT and smart vehicle technology. The primary goal of this deployment of "smart" technology is to improve safety and traffic efficiency. Additionally, this technology will form a testbed for emerging connected and automated vehicle technology and applications. In 2017-2018, the Ohio Department of Transportation (ODOT) is installing a redundant 35-mile fiber along the US 33, Industrial Parkway and other local roadways between the Dublin Metro Center, through Marysville and to the Transportation Research Center. This fiber installation will set the stage for the implementation of the ATCMTD deployment grant. The COG and ODOT are working cooperatively to administer and implement the ATCMTD.

The PMC will work cooperatively with ODOT and the COG and generally fulfill the role of staff in the implementation of the ATCMTD deployment grant and the NW 33 Smart Mobility Project.

**Estimated Construction Cost:**      \$ N/A

### **Prequalification Requirements**

Prequalification requirements for this agreement are listed below. For all prequalification categories other than Cost Accounting - Unlimited the requirement may be met by the prime consultant or a subconsultant.

For agreements that require prequalification in Cost Accounting - Unlimited the prime consultant and **all subconsultants that provide engineering and design related services** must be prequalified in this category. Engineering and Design Related Services are defined as follows:

Program management, construction management, feasibility studies, preliminary engineering, design engineering, surveying, mapping, or architectural related services with respect to a highway construction project subject to 23 U.S.C. 112(a) as defined in 23 U.S.C 112(b)(2)(A); and

Professional services of an architectural or engineering nature, as defined by State law (ORC 5526), which are required to or may logically or justifiably be performed or approved by a person licensed, registered, or certified to provide the services with respect to a highway construction project to 23 U.S.C. 112(a) and defined in 40 U.S.C. 1102(2).

#### DESIGN SERVICES:

- Complex\* Roadway Design
- Subsurface Utility Location Services;
- Basic Traffic Signal Design;
- Traffic Signal System Design;
- Limited Highway Lighting Design;

\*Complex designation due to connected vehicle technology and associated systems engineering.

ENVIRONMENTAL SERVICES:  
Environmental Document Preparation - CE;

COST ACCOUNTING SYSTEM  
Unlimited (Prime consultant and subconsultants that provide engineering and design related services must meet this prequalification requirement)

### **Selection Subfactors**

Experience with data management and network development as outlined later in this document and in the ATCMTD grant agreement and scope of work.

Experience with connected vehicle technology.

Experience with Systems Engineering Analysis.

Experience with ODOT's Project Development Process.

Experience with Construction Management and Administration services including pre-qualifications in Construction Management Firm and Construction Engineer Level 1. Pre-qualifications in Construction Inspection and Administration categories are not required, but actual pre-qualifications of individuals and partial completion of the requirements will be considered in the selection rating. (Construction inspection and administration services are not included in the scope, however, the Project Management Consultant will be responsible for developing a scope of work for construction inspection and administration to be performed by others).

### **Contract Type and Payment Method**

Refer to the ODOT's Manual for Administration of Contracts for Professional Services, Volume 1: Consultant Contract Administration, Sections 4.3.A and 4.3.B for guidance concerning the appropriate contract type and payment method. Based on this guidance, contract type and payment method will be determined during the scope of services and negotiation process.

### **Estimated Date of Authorization**

It is anticipated that the selected Consultant will be authorized to proceed by December 2017.

### **Completion Schedule**

1. The PMC will meet the following major milestones:
  - A. System Architecture and Development by December 31, 2018.
  - B. AV/EV Corridor Installation and Traffic Signal Upgrades by June 1, 2019.
  - C. Vehicle Installation and Application Development by August 1, 2019.
  - D. Public Recruitment and Engagement by August 1, 2019. Earlier recruitment and engagement is anticipated.

**Disadvantaged Business Enterprise (DBE) Participation Goal**

This agreement will not require DBE participation

**Suspended or Debarred Firms**

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

**Terms and Conditions**

The Department's Specifications for Consulting Services 2016 Edition will be included in all agreements selected under this request for letters of interest.

**Compliance with Title VI of the Civil Rights Act of 1964**

The City of Marysville, in accordance with Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, all bidders including disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, disability, low-income status, or limited English proficiency in consideration for an award.

**Selection Procedures**

A two step Technical Proposal Selection Process will be utilized. After receipt of Letters of Interest, the City of Marysville will select approximately three firms for preparation of Technical Proposals and presentations/interviews.

Firms interested in being considered for selection should respond electronically in PDF format and by submitting 5 (five) copies of the Letter of Interest to the following address **by 4:00 PM on the response due date** listed above.

Terry Emery, President  
NW 33 Innovation Corridor Council of Governments  
209 South Main Street, Marysville, Ohio 43040  
(937) 645-7354

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

## **Scope of Services**

The Scope of Services document is included below.

## **Requirements for Letters of Interest**

### A. Instructions for Preparing and Submitting a Letter of Interest

1. Provide the information requested in the Letter of Interest Content (Item B below), 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.
2. Letters of Interest shall be limited to ten (10) 8½" x 11" single sided pages plus four (4) pages for the Project Approach (Item B.5 below).
3. Please adhere to the following requirements in preparing and binding letters of interest:
  - a. Please use a minimum font size of 12-point and maintain margins of 1" on all four sides.
  - b. Page numbers must be centered at the bottom of each page.
  - c. Use 8½" x 11" paper only.
  - d. Bind letters of interest by stapling at the upper left hand corner only. Do not utilize any other binding system.
  - e. Do not provide tabbed inserts or other features that may interfere with machine copying.

### B. Letter of Interest 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 experience of the key staff members on similar projects, and the staff qualifications relative to the selection subfactors noted.

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.
5. Provide a description of your Project Approach, not to exceed four pages. Confirm that the firm has visited the site 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; 5) Innovative ideas; 6) Project specific plan for ensuring increased quality, reduced project delivery time and reduced project costs.

Items 1 thru 4 must be included within the 10-page body of the LOI. Remaining space within the ten (10) pages may be utilized to provide personnel resumes or additional information concerning general qualifications.

Consultant Selection Rating Form  
for  
Programmatic Selections

Project:  
PID:  
Project Type: \_\_\_\_\_  
District:  
Selection Committee Members:

Firm Name:

Category	Total Value	Scoring Criteria	Score
<b>Management &amp; Team</b>			
Project Manager	10	See Note 1, Exhibit 1	
Strength/Experience of Assigned Staff including Subconsultants	25	See Note 2, Exhibit 1	
Firm's Current Workload/ Availability of Personnel	10	See Note 4, Exhibit 1	
<b>Consultant's Past Performance</b>	30	See Note 3, Exhibit 1	
<b>Project Approach</b>	25		
<b>Total</b>	100		

If Applicable: Adequate good faith efforts made to meet DBE goal      Y/N

**Exhibit 1 - Consultant Selection Rating Form Notes**

1. The proposed project manager for each consultant shall be ranked, with the highest ranked project manager receiving the greatest number of points, and lower ranked project managers receiving commensurately lower scores. The rankings and scores should be based on each project manager's experience on similar projects and past performance for the LPA and other agencies. The selection committee may contact ODOT and outside agencies if necessary. Any subfactors identified should be weighed heavily in the differential scoring.

Differential scoring should consider the relative importance of the project manager's role in the success of a given project. The project manager's role in a simple project may be less important than for a complex project, and differential scoring should reflect this, with higher differentials assigned to projects that require a larger role for the project manager.

2. The experience and strength of the assigned staff, including subconsultant staff, should be ranked and scored as noted for Number 1 above, with higher differential scores assigned on more difficult projects. Any subfactors identified in the project notification should be weighed heavily in the differential scoring.

As above, other agencies may be contacted.

3. The consultants' past performance on similar projects shall be ranked and scored on a relative, differential scoring type basis, with the highest ranked consultant receiving a commensurately greater number of points. The selection team should consider ODOT CES performance ratings if available, and consult other agencies as appropriate. The use of CES ratings shall place emphasis on the specific type of services requested.

The differential scoring should consider the complexity of the project and any subfactors identified in the project notification.

4. The consultant's workload and availability of qualified personnel, equipment and facilities shall be ranked and scored on a relative, differential scoring type basis. The scoring shall consider quantifiable concerns regarding the ability of a firm (or firms) rated higher in other categories to complete the work with staff members named in the letter of interest.



## Scope of Services

### I. EXPANDED PROJECT DESCRIPTION

The Ohio Department of Transportation (ODOT) and the US 33 Innovation Corridor Council of Governments (COG) are working cooperatively to administer and implement the Advanced Transportation and Congestion Management Technologies Deployment program grant (ATCMTD).

The COG and ODOT also have engaged and maintain relationships with the following stakeholders:

- Logan County
- Honda
- Battelle
- The Ohio State University/Transportation Research Center
- Mid-Ohio Regional Planning Commission
- SmartColumbus

Components of the fiber network including conduit, pull-boxes, fiber optic cable, and tie-ins at various points are currently being installed. The US 33 fiber install will be completed by October 30, 2017 while the local, redundant loop is anticipated to be completed by the fall of 2018.

In addition to the construction of the fiber, the plan is to install approximately 62 DSRC roadside units, connected to, and integrated with the fiber optic network. Additionally, roadside video equipment and sensors to support autonomous vehicle tracking and open road testing will be installed at major intersections along the corridor. Installation of this technology should occur no later than 2019.

To develop AV/CV testing in an urban environment, the local transportation system will be outfitted with smart infrastructure technology. This includes traffic signal equipment at all signalized intersections, pedestrian warning equipment at pedestrian crossings, and supporting IT and communications equipment including fiber optic cable and conduit and network devices.

To test AV/CV technology and applications, on-board DSRC units will be installed in up to 1,200 vehicles that use the corridor and roadways in the Cities of Dublin and Marysville. This may include state, city, county, transit, school board, private citizen, and private fleet vehicles consisting of passenger, first responder, public service, and other heavy vehicles. These vehicles will test CV technologies, but not limited to such as Queue Warning, Speed Harmonization, and rideshare systems.

A data network will be created and managed. This consists of the information technology and resources that will manage the real-time data and make data available for sharing between agencies and with the applications that will be developed within the corridor. The corridor data network is expected to have interoperability with SmartColumbus, TRC, and the State of Ohio Integrated Data Exchange.

The project has federal, state, and local funding. Section 6004 of the Fixing America's Surface Transportation (FAST) Act (PL. 114-94) created new Section 503(c)(4) of the United States Code: Advanced transportation technologies deployment. This section established the ATCMTD initiative to provide grants to eligible entities to develop model deployment sites for large scale installation and operation of advanced transportation technologies to improve safety, efficiency, system performance, and infrastructure return on investment.

The US Department of Transportation (US DOT) awarded a \$5.9 million ATCMTD grant to the NW 33 Innovation Corridor Partnership to implement a variety of intelligent transportation system technologies in the US 33 corridor, in state-owned right-of-way from I-270 northwest through Marysville, ending at the Transportation Research Center (TRC) near East Liberty; within the cities of Dublin and Marysville; and unincorporated areas.

## **II. GENERAL SCOPE REQUIREMENTS**

The professional project management services anticipated are for the administration of US 33 Smart Corridor ATCMTD grant projects. The PMC will work cooperatively with ODOT and the COG to provide the direction of consultant and contractor activities and the overall project and grant. The PMC will be coordinating efforts with other contractors and/or consultants.

Responsibilities will include the coordination and management of multiple consultants for project development, environmental clearance, preliminary engineering design, preparation of bid document packages and construction management.

The PMC must have the ability to manage work related to construction management and administration, broadband network and/or telecommunications infrastructure deployment, AV/CV technology familiarity, software implementation, data and other complex systems implementation.

The PMC must have significant experience working with Federal and State funded transportation projects.

The PMC will assemble a project team that is prequalified in the work categories listed in the Pre-qualification Requirements section of the Posting Notice. The PMC team may consist of additional staff members from the member firms providing support to the COG and PMC as required to fulfill the requirements of the tasks identified in this scope of services. At least one member of the team (prime and subs) will need to meet each of the requested pre-qualifications unless otherwise noted.

## **III. EXPANDED SCOPE OF WORK**

A description of the project management expectations on behalf of the COG is as follows:

Coordinate the Implementation Project deploying DSRC and Smart Mobility Technologies to the designated areas of the NW 33 Smart Mobility Corridor.

- A. Manage the coordination and communication of project participants, including project meetings, documentation.

- B. Manage the completion of Systems Engineering Analysis.
- C. Manage the procurement of hardware, software, services identified in the Systems Engineering cycle.
  - 1. Coordinate procurement with ODOT within the terms of the LPA Agreement and all other agreements relative to this project.
  - 2. Produce and manage procurement deliverables including RFP or RFQ.
- D. Manage the deployment of technology
  - 1. Hardware, Software, vendor coordination
  - 2. Measure the deployment activities against established performance objectives
  - 3. Coordinate the integration of technologies against performance objectives
- E. Manage the transition of technologies into Operations and Maintenance status
  - 1. Manage project closure.
  - 2. Completion of Operations and Maintenance Documentation

The PMC will develop and propose an overall schedule for project development and delivery. While performing project management services, the PMC will recommend monthly updates and revisions to the overall project schedule, as needed.

The PMC will assist the COG in preparing documents concerning the project and construction budget for use in obtaining or reporting on project funding. The documents will be prepared in a format approved by the COG.

The PMC will review invoices, and contract modifications pertaining to the Agreements between the COG and consultants and contractors for completeness, accuracy and consistency. The PMC will also forward such documents to the COG for payment or approval with PMC recommendation.

The PMC will be responsible for grant-specific reporting and assuring that documentation will meet the requirements for audits of eligible and reimbursed costs.

All aspects of the project must comply with the terms of the ATCMTD grant agreement (see attached) and all other agreements in support of this project. Physical projects must be procured via US DOT and ODOT-approved procurement procedures, such as through construction contracts or purchase orders. Construction contracts will typically follow one of two methods:

- Design-bid-build, where the COG and/or ODOT will develop a set of plans and specifications, which will be released for bid by qualified construction contractors.
- Design-build, where the COG and/or ODOT develops a bid package, which will be released for design and construction by a unified design-build team.

Purchase orders can be used for the acquisition of technology components, typically with little or no associated construction or installation effort included in the cost. The COG will develop a set of specifications, for which suppliers will bid.

Services will be procured via US DOT and ODOT-approved procurement procedures, which can include a request for proposal or sole-source, depending on the number of vendors, suppliers or consultants who are available to fulfill the requirements of the scope of work.

The PMC shall submit the original and five (5) copies of an invoice each month in the attached format.