

Consultant Services Bulletin

Winter 2024

Bulletin Overview

The City of Dublin is conducting a competitive quality-based consultant selection process for professional consulting firms to undertake a variety of projects for the Divisions Engineering and Transportation & Mobility. Consultant selection will occur through a two-step process. Submission 1 Statements of Qualifications can be submitted by any team. Based on the evaluation of Submission 1, the City will short-list and invite individual teams to provide Submission 2 Proposals on specific projects.

Meeting Announcement:

City of Dublin staff will host a hybrid in-person and virtual meeting to review the Bulletin process and projects, with time allowed for discussion and questions. The recorded meeting will be posted on the City's website.

Meeting Details:

Date: October 24, 2024
Time: 9:00 am - 10:30 a.m.
Location: Service Center Training Room, 6555 Shier Rings Road, Dublin, Ohio 43016
Virtual Link: <https://bit.ly/BulletinWinter2024>
PW: Dublin1!

Submission 1: Statement of Qualifications – 10 page limit

- Cover Letter
- Firm Qualifications
- Project Team and Relevant Experience
- Reference Projects
- References
- ODOT Prequalification

Due Date: 2:30 p.m., November 7, 2024
Submit To: Samantha Moerch
City of Dublin, Division of Engineering
6555 Shier Rings Road, Dublin, OH 43016
Email address: sjmoerch@dublin.oh.us
Email Subject: SOQ – Consultant Services Bulletin Winter 2024
Page Limit: 10 pages (10 page PDF, inclusive of cover letter and all content, except for the ODOT Prequalification Certificates)

The above criteria apply to all projects unless specifically noted with an individual project, then the due dates specified with that project prevail.

The SOQ will be valid for one year. Only one SOQ per firm will be accepted. A new SOQ or cover letter with an affidavit indicating no changes to the previous SOQ shall be submitted with any future Bulletins. The Statement of Qualifications shall be submitted electronically, via email or USB flash drive. The



Engineering



6555 Shier Rings Rd
Dublin, Ohio 43016



614.410.4740
dublinohiousa.gov

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submission must be compatible with Adobe Acrobat, in a single file, and be formatted to print on standard office paper sizes. No pages shall be larger than 8.5x11, and no less than a 10 point font. All material submitted in accordance with this request becomes property of the City and will not be returned.

Electronic submissions are required, but staff will not troubleshoot any printing issues (no changes to formatting, missing fonts, etc). If we cannot print the electronic file in-house, the City will request hard copies from the consultant during the review process.

Cover Letter

Please indicate which project types (by ODOT Prequalification, if applicable) and specific projects within this Bulletin you are interested in pursuing. Please include the Division (Engineering or T&M), Project Number, and Project Name in the projects list, as referenced in this Bulletin.

Firm Qualifications

Provide the competence of the firm to perform the required services as indicated by its background and experience on similar projects. Qualifications include firm's size and availability of personnel, sub-consultant(s) availability, current workload, equipment and facilities.

Project Team and Relevant Experience

Provide the name, technical qualifications, training, education, and experience of the offeror's personnel who would be assigned to perform the work on the consultant and subconsultant teams, including: project principle, project manager/engineer, engineers, technicians and any other key personnel. Only include those individuals who will actually be involved in the project and assisting in the performance of the work. Indicate which team members would be assigned to each Bulletin project.

Reference Projects

Consultant should list and describe at least three (3) projects that best demonstrate their experience on similar projects and additionally provide the Estimated Cost and the Final Cost of each project.

References

Provide reference names and contact information from agencies where key project members have prior relevant experience. Considerations of past performance include quality, responsiveness, timeliness, and cost of work previously performed and completed for the City or other municipalities.

ODOT Prequalification

Provide the Certificate for any relevant ODOT Prequalification currently held. These are not included in the page count.

SOQ Evaluations and Short-List Invitations:

City of Dublin staff will review the Statements of Qualifications, short-list firms, and invite individual teams to submit proposals on specific projects.

Submission 2: Proposal – 5 page limit

- Project Team
- Project Understanding

- Project Approach
- Schedule and Time of Completion

By Invitation Only

Due Date: Specified in the invitation

Submit to: Specified in the invitation

Email Subject: PROPOSAL – Division (Engineering or T&M), Project Number, and Project Name

Page limit: 5 pages (5 page PDF, inclusive of all content)

The Proposal shall be submitted electronically, via email or USB flash drive. The submission must be compatible with Adobe Acrobat, in a single file, and be formatted to print on standard office paper sizes. Proposals shall be on 8.5"x11" paper, only exhibits and charts can be on 11"x17" paper. No pages shall be larger than 11"x17," and no less than a 10-point font shall be used. All material submitted in accordance with this request becomes property of the City and will not be returned.

Electronic submissions are required, but staff will not troubleshoot any printing issues (no changes to formatting, missing fonts, etc). If we cannot print the electronic file in-house, the City will request hard copies from the consultant during the review process.

Project Team:

Reference the SOQ for team members and experience. The SOQ should not be repeated, if there are no team member changes anticipated. Note any updates from the SOQ in the Proposal or affirm the SOQ by reference.

Project Understanding:

Provide the team's statement of understanding for the project.

Project Approach:

Provide the team's project approach to cover all elements of the project through the final deliverable.

Schedule and Time of Completion:

Provide a **detailed Gantt project schedule**, including dates for key tasks, milestones, and the overall completion date. The team must demonstrate the ability to meet their proposed schedule in their proposal. Affirm that time is of the essence regarding the execution of the project and accepts the City's commitment to have completed the project based on the timeline established in the Project Description. Assumed Notice to Proceed is **February 28, 2025**.

Proposal Evaluations and Final Invitations:

City of Dublin staff will review the Proposals and invite the preferred consultant team to submit proposed project hours and fee.

Establish Hours and Fee:

The City will request a breakdown of hours and fee by task and team role from the preferred consultant on each project. The response must be submitted to the City within two (2) weeks or less of the request.

All professional services will be provided on a cost plus fixed fee basis. The proposed hours will be based on completion of the report no later than the completion date provided in Section 3 of the Project Descriptions.

If agreement cannot be reached on hours and fee with the preferred consultant on any project, the City will dismiss the Proposal submitted by this consultant, and this team will no longer be eligible to perform the project. The City will request a breakdown of hours and fee by task and team role from an alternate proposal team, based on the Proposal evaluations. This process will be repeated until agreement can be reached.

Project Descriptions, Deliverables, and Time of Completion

Engineering Division Projects:

Engineering Project 1 – Deer Run Sanitary Sewer System Improvements – Avery Road Relief Sewer

1. PROJECT DESCRIPTION

- 1.1 The project includes preliminary engineering and detailed design of a sanitary relief sewer from south of the Avery Road and Glick Road intersection (manhole # 1656) to Kilbannan Court (manhole #2382) per Figure 1 below.

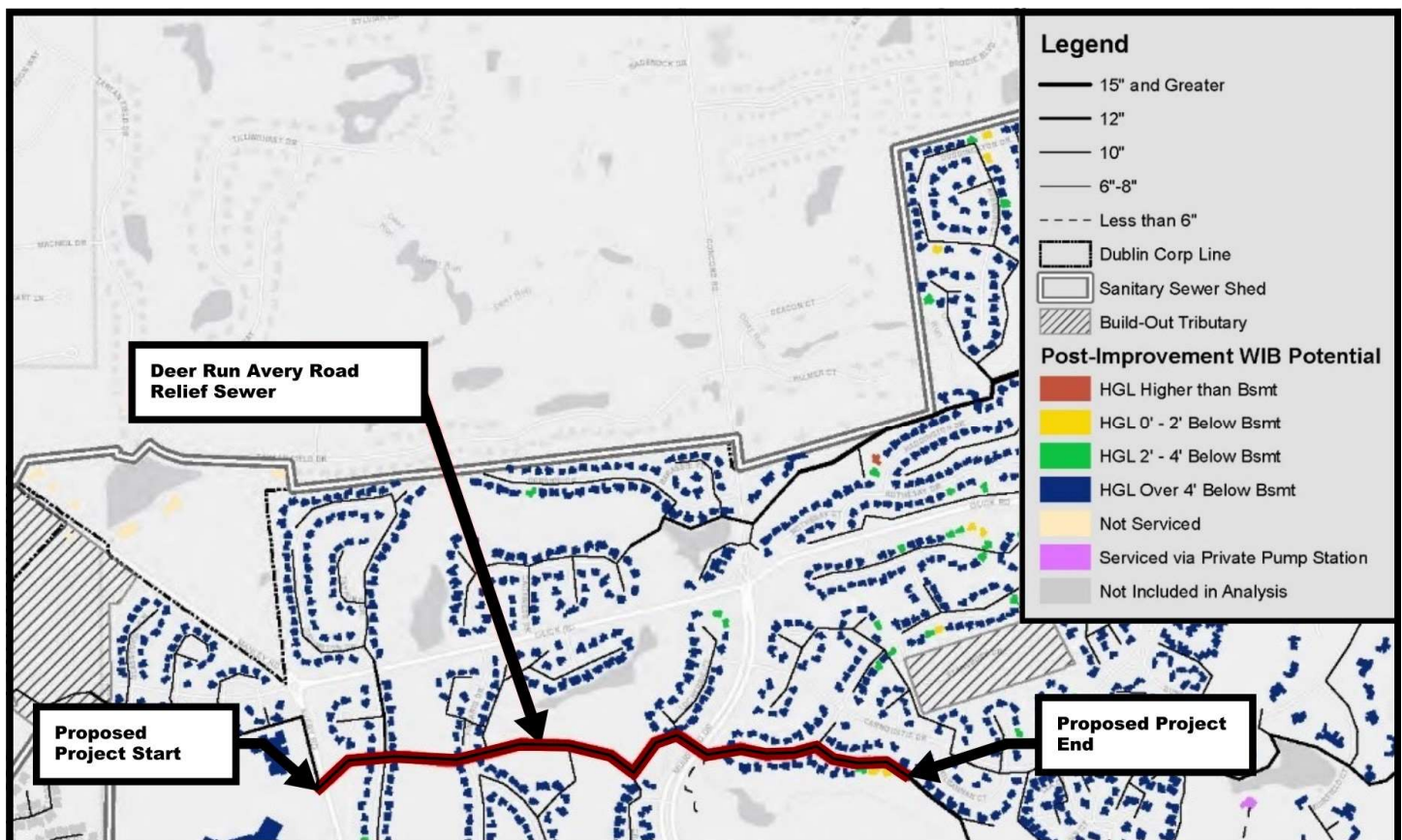


Figure 1: Proposed Limits of Work

- 1.2 The recommendation for the Avery Road sanitary relief sewer originates from the EMH&T Deer Run Sanitary Sewer Modeling report dated December 2012, the EMH&T Deer Run Sanitary Sewer Model Update Memo #1 dated June 2019, and the EMH&T Deer Run Sanitary Sewer Model Update Memo #2 – I/I Reduction Alternative dated August 2019. The reports are provided as attachments to this bulletin.
- 1.3 The above referenced EMH&T reports recommend the Avery Road sanitary relief sewer be oversized for storage capacity with a 6-inch outlet and overflow weir structure. The estimated sanitary relief

sewer diameter is 36-inches, but is dependent on the Consultant's detailed design alignment and depths.

- 1.4 The objective of the project is to mitigate predicted and observed water-in-basement (WIB) and sanitary sewer overflow (SSO) events in the Deer Run Sanitary Sewershed.
- 1.5 Design Criteria & Requirements:
 - 1.5.1 Consultant to review available data and information which includes the existing hydraulic sewer model, record drawings received via OUPS requests, and available GIS information.
 - 1.5.2 Consultant to obtain all existing public and private utility information within the project areas.
 - 1.5.3 Consultant will utilize the existing hydraulic sewer model to determine the necessary size (capacity) of the proposed sanitary relief sewer.
 - 1.5.4 Consultant to analyze and confirm sufficient downstream capacity of existing sanitary sewer per current City of Dublin and City of Columbus requirements.
 - 1.5.5 Consultant will coordinate with the City of Dublin and the City of Dublin's sanitary sewer modeling consultant with any needed modeling updates, as determined by the City, to confirm design of the project.
 - 1.5.6 Consultant to utilize Civil 3D, PCSWMM, and other AutoCAD related software for primary design and analysis, unless otherwise approved by the City of Dublin.
 - 1.5.7 Consultant to follow all City of Dublin, City of Columbus, and ODOT specifications (in order) for design specifications. Project improvements shall be ADA and PROWAG compliant.
 - 1.5.8 Preliminary engineering and detailed design shall be in compliance with the Ohio Environmental Protection Agency (OEPA) and the City of Columbus Sanitary Sewer Design Manual. Drawings shall be in 1"=30' scale.
 - 1.5.9 Plans shall be submitted for City of Columbus review at each submittal stage. Consultant will also take into consideration the design of the City of Columbus' Home Road Fourth Water Treatment Plant and Transmission Mains Project and coordinate with the City of Dublin accordingly.
 - 1.5.10 Consultant to prepare a traffic control and maintenance of traffic (MOT) plan, as part of the construction drawings, including any closures necessary for construction. Any lane, shoulder, or ramp closures will be performed in accordance with the current Temporary Traffic Control Manual, the Ohio Manual of Uniform Traffic Control Devices, and the City of Columbus Construction and Material Specifications.
 - 1.5.11 Consultant to prepare Notice of Intent (NOI) if disturbed area exceeds 1-acre. Erosion and sediment control plans are to be included in the construction plans. Post-construction best management practices (BMP) are not required.
 - 1.5.12 Consultant shall provide project survey control, set permanent benchmarks, and set right-of-way pins as required.
- 1.6 Project Meetings:
 - 1.6.1 Two (2) kick-off meetings (in-person): One (1) with the City of Dublin, and one (1) with the City of Dublin and the City Columbus to discuss current City of Columbus requirements, previous EMH&T recommendations, and the Consultant's design approach for the City of Columbus's review and feedback.
 - 1.6.2 Four (4) plan submittal comment disposition meetings (in-person).
 - 1.6.3 Twelve (12) monthly progress meetings (in-person).
 - 1.6.4 Twelve (12) monthly utility coordination meetings (in-person). Refer to 1.9.4 for additional information.
 - 1.6.5 If authorized: Three (3) public information meetings; Consultant will assist in these meetings and will provide up to three exhibits per meeting.
- 1.7 Field Survey:

- 1.7.1 The City will provide available roadway and public utility plans in the project area. Consultant will provide field surveying, with a minimum of 1-foot contours in the design plans, from the center of roadways within the project area to 30-feet beyond the right-of-way, in addition to along the proposed sanitary relief sewer alignment.
- 1.7.2 Field survey will be necessary to collect topographic data and to locate all existing elements within the project boundary, including but not limited to; existing watermains, water valves, water services, curb stops, other private utilities (wells, septic systems, irrigation, etc.) through OUPS markings, record information, and other data collection methods to acquire all possible underground features.
- 1.7.3 Field survey will also need to identify and document easements within right-of-way and on all parcels within the project limits.
- 1.7.4 Trees/landscaping elements, curbing, sidewalks, shared use paths, and any other improvements are required as part of the field survey.
- 1.7.5 All trees (3-inch caliper and above) and stumps will be surveyed in the project area identifying diameter, type, and health of tree.
- 1.8 Geotechnical Investigation:
- 1.8.1 If authorized, twenty (20) SUE Level A non-destructive test holes, not to exceed 10-feet in depth, may be required at conflicts with underground facilities and proposed sanitary sewers.
- 1.8.2 Fifteen (15) geotechnical borings will be required along the proposed alignment of the sanitary relief sewer. All costs to perform the geotechnical investigation, including MOT, shall be included in the design proposal.
- 1.9 Public and Private Utility Coordination:
- 1.9.1 Consultant shall perform detailed review of utility crossings and include relocation of City facilities in the design.
- 1.9.2 Consultant is required to coordinate the preliminary engineering and detailed design of the project with all public and private utilities within the project area.
- 1.9.3 Consultant shall submit progress plans to utility providers for their comment and coordinate all relocation of utilities with the utility companies and the City of Dublin that may be necessary.
- 1.9.4 Consultant to detail public and private utility coordination to include monthly utility coordination meetings, which includes, at a minimum, an excel spreadsheet documenting the public and private utilities within the project area, status of correspondence with the public and private utilities, and action plan on how conflicts will be resolved with associated timeframes that is aligned with the overall project schedule.
- 1.9.5 Consultant will prepare a project utility note with the construction plans detailing relocations still to occur after the project bid.
- 1.10 Easement Acquisition Tasks:
- 1.10.1 Consultant to identify any areas that would require right-of-way acquisitions and/or permanent or temporary easements. An estimated thirty (30) properties may be impacted directly by the proposed work.
- 1.10.2 Consultant will prepare 8.5"x14" legal descriptions and 8.5"x14" legal exhibits for right-of-way acquisitions and/or permanent and temporary easements in City of Dublin format.
- 1.10.3 Consultant will meet or exceed Delaware County Engineer's Office (DCEO) requirements for recording right-of-way and/or easement acquisitions. Consultant will submit to DCEO for pre-certification.
- 1.10.4 Consultant will prepare right-of-way and/or individual property easement location exhibits in City of Dublin format, either 8.5"x11", or 11"x17".
- 1.10.5 Consultant to include appraisal, negotiation, and acquisition services for securing right-of-way acquisitions and/or permanent and temporary easements as part of this professional services contract.

Approximately thirty (30) properties may require right-of-way acquisitions and/or permanent and/or temporary easements.

1.11 Design Budget: \$615,000.

2. DELIVERABLES

- 2.1 A complete set of construction drawings will be required for this project.
- 2.2 A project location graphic for City Council presentation will be required for this project.
- 2.3 A complete set of right-of-way and/or easement location exhibits, legal descriptions, and legal exhibits will be required for this project.
- 2.4 All project documentation shall be provided in electronic (PDF) format.
- 2.5 10%, 30%, 60% and 90% plans and engineer's opinion of probable construction cost estimates (for 10%, 30%, 60% and 90%) will be submitted to City staff for a 6-week review, followed by a comment disposition in-person meeting. Milestone dates to be presented in proposal by consultant. Each plan stage shall also be submitted to the City of Columbus for review.
- 2.6 Consultant must incorporate comments from the City of Dublin and the City of Columbus and provide a disposition of comments in subsequent submittals.
- 2.7 All necessary modeling and design calculations shall be submitted with each submittal. Sanitary tributary maps, sanitary tables, and sanitary calculations are to be part of the construction drawings.
- 2.8 30% plans submittal shall include a preliminary engineering report with recommendations on sanitary relief sewer diameters and alignments.
- 2.9 30% plans submittal shall include critical vertical information (elevations, depth, etc.) to aid in the City's review in selecting an alignment alternative.
- 2.10 Permanent and temporary legal descriptions and exhibits to be completed with the 60% submission.
- 2.11 Final sanitary sewer design peer review report corresponding to 1.5.3 and 1.5.4 shall be provided in 8.5"x11" format with graphics not exceeding 11"x17" inches in PDF format.
- 2.12 The final plans will be prepared in 11"x17" and 22"x34" format. Provide one 22"x34" Mylar title sheet (four-mil, double mat).
- 2.13 Final legal descriptions and exhibits for right-of-way and/or easements, if required, shall be 8.5"x14".
- 2.14 All AutoCAD files and basemaps shall be submitted to the City with the final plans (and any subsequent changes), in AutoCAD release 2024 or later in DWG format.

3. TIME OF COMPLETION

- 3.1 All plans are to be completed by **January 9, 2026**.
- 3.2 Consultant to determine other project milestones.

4. CONTACT INFORMATION

- 4.1 If you have any questions regarding this project, please contact the City's Project Manager. Any other contact with City personnel related to this request, prior to the formal selection of the consultant, is expressly prohibited without the consent of the City's Project Manager:

C. Ken Richardson, P.E., P.S.

Senior Civil Engineer
City of Dublin, Ohio
Division of Engineering
6555 Shier Rings Road
Dublin, OH 43016
614.410.4631
krichardson@dublin.oh.us

Engineering Project 2 – North Fork Sanitary Sewer System Improvements - Brand Road Relief Sewer & Sanitary Sewer Extensions – Areas 6A, 6B, 6C and 21

PROJECT DESCRIPTION

- 1.1 The project includes preliminary engineering and detailed design of a sanitary relief sewer along Brand Road between Muirfield Drive and Coffman Road, and along Coffman Road between Brand Road and a point approximately 125-feet north of Forest Run Drive per Figure 1 below.

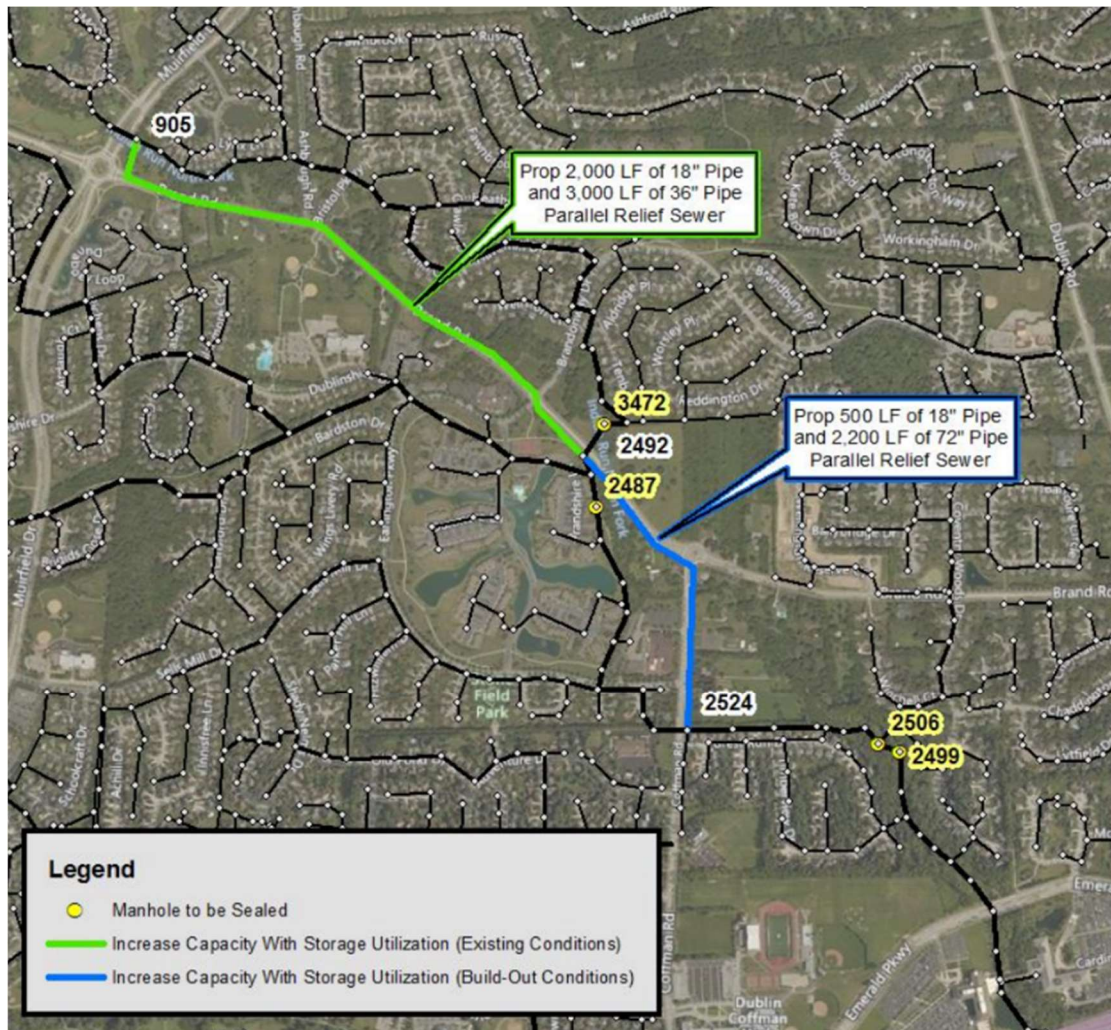


Figure 1: Proposed Limits of Work

- 1.2 The project will also extend public sanitary infrastructure to Areas 6A, 6B, 6C and 21 of the Public Water Utility and Sanitary Sewer Utility Extensions to Existing Developed Property Policy per Figures 2 and 3 below.

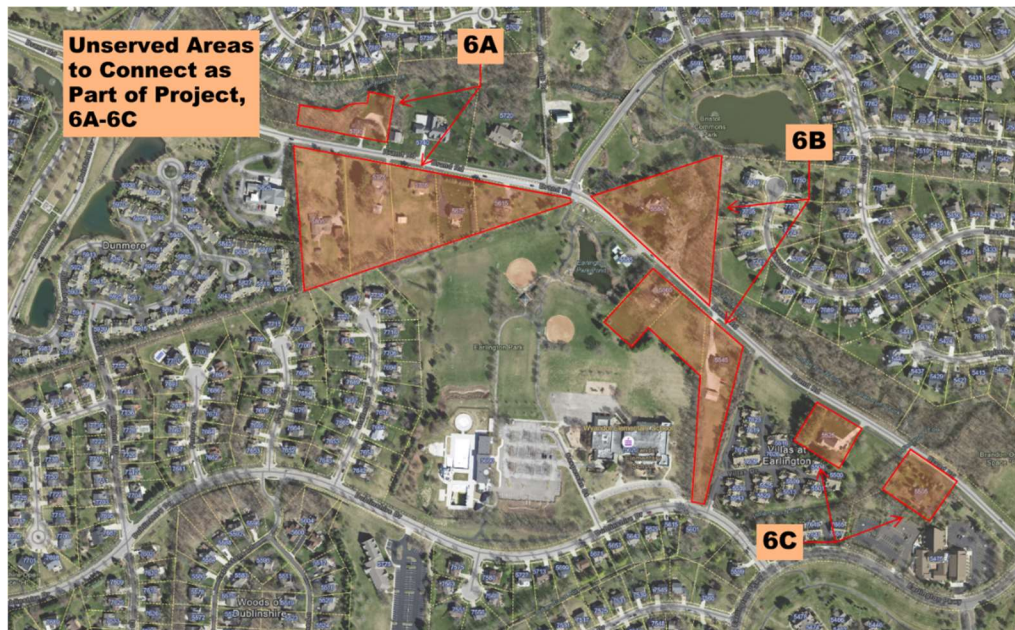


Figure 2: Public Sanitary Sewer Utility Extension Areas 6A, 6B and 6C



Figure 3: Public Sanitary Sewer Utility Extension Area 21

- 1.3 The recommendation for the Brand Road sanitary relief sewer originates from the EMH&T Sanitary Sewer Capacity Study for North & South Fork Indian Run Sewersheds dated September 2019. The report is provided as an attachment to this bulletin.
- 1.4 The Public Water Utility and Sanitary Sewer Utility Extensions to Existing Developed Property Policy is provided as an attachment to this bulletin.
- 1.5 The above referenced EMH&T report recommends the construction of 2,500-linear feet of 18-inch sanitary relief sewer and 3,000-linear feet of 36-inch sanitary relief sewer along Brand Road, and 2,200-linear feet of 72-inch sanitary relief sewer along Coffman Road. Both locations are to include outlet control structures. The recommendations are dependent on the Consultant's detailed design alignment and depths.
- 1.6 The objective of the project is to mitigate predicted and observed water-in-basement (WIB) and sanitary sewer overflow (SSO) events in the North Fork Indian Run Sanitary Sewershed.
- 1.7 Design Criteria & Requirements:
 - 1.7.1 Consultant to review available data and information which includes the existing hydraulic sewer model, record drawings received via OUPS requests, and available GIS information.
 - 1.7.2 Consultant to obtain all existing public and private utility information within the project areas.
 - 1.7.3 Consultant will utilize the existing hydraulic sewer model to determine the necessary size (capacity) of the proposed sanitary relief sewer.
 - 1.7.4 Consultant to analyze and confirm sufficient downstream capacity of existing sanitary sewer per current City of Dublin and City of Columbus requirements.
 - 1.7.5 Consultant will coordinate with the City of Dublin and the City of Dublin's sanitary sewer modeling consultant with any needed modeling updates, as determined by the City, to confirm design of the project.
 - 1.7.6 Consultant to utilize Civil 3D, PCSWMM, and other AutoCAD related software for primary design and analysis, unless otherwise approved by the City of Dublin.
 - 1.7.7 Consultant to follow all City of Dublin, City of Columbus, and ODOT specifications (in order) for design specifications. Project improvements shall be ADA and PROWAG compliant.
 - 1.7.8 Preliminary engineering and detailed design shall be in compliance with the Ohio Environmental Protection Agency (OEPA) and the City of Columbus Sanitary Sewer Design Manual. Drawings shall be in 1"=30' scale.
 - 1.7.9 Plans shall be submitted for City of Columbus review at each submittal stage. Consultant will also take into consideration the design of the City of Columbus' Home Road Fourth Water Treatment Plant and Transmission Mains Project and coordinate with the City of Dublin accordingly.
 - 1.7.10 Consultant to prepare a traffic control and maintenance of traffic (MOT) plan, as part of the construction drawings, including any closures necessary for construction. Any lane, shoulder, or ramp closures will be performed in accordance with the current Temporary Traffic Control Manual, the Ohio Manual of Uniform Traffic Control Devices, and the City of Columbus Construction and Material Specifications.
 - 1.7.11 Consultant to prepare Notice of Intent (NOI) if disturbed area exceeds 1-acre. Erosion and sediment control plans are to be included in the construction plans. Post-construction best management practices (BMP) are not required.
 - 1.7.12 Consultant shall provide project survey control, set permanent benchmarks, and set right-of-way pins as required.
- 1.8 Project Meetings:
 - 1.8.1 Two (2) kick-off meetings (in-person): One (1) with the City of Dublin, and one (1) with the City of Dublin and the City Columbus to discuss current City of Columbus requirements, previous EMH&T

recommendations, and the Consultant's design approach for the City of Columbus's review and feedback.

- 1.8.2 Four (4) plan submittal comment disposition meetings (in-person).
- 1.8.3 Twelve (12) monthly progress meetings (in-person).
- 1.8.4 Twelve (12) monthly utility coordination meetings (in-person). Refer to 1.11.4 for additional information.
- 1.8.5 If authorized: Three (3) public information meetings; Consultant will assist in these meetings and will provide up to three exhibits per meeting.
- 1.9 Field Survey:
- 1.9.1 The City will provide available roadway and public utility plans in the project area. Consultant will provide field surveying, with a minimum of 1-foot contours in the design plans, from the center of Brand Road and Coffman Road to 30-feet beyond the right-of-way, in addition to along the proposed sanitary sewer alignment.
- 1.9.2 Field survey will be necessary to collect topographic data and to locate all existing elements within the project boundary, including but not limited to; existing watermains, water valves, water services, curb stops, other private utilities (wells, septic systems, irrigation, etc.) through OUPS markings, record information, and other data collection methods to acquire all possible underground features.
- 1.9.3 Field survey will also need to identify and document easements within right-of-way and on all parcels within the project limits.
- 1.9.4 Trees/landscaping elements, curbing, sidewalks, shared use paths, and any other improvements are required as part of the field survey.
- 1.9.5 All trees (3-inch caliper and above) and stumps will be surveyed in the project area identifying diameter, type, and health of tree.
- 1.10 Geotechnical Investigation:
- 1.10.1 If authorized, twenty (20) SUE Level A non-destructive test holes, not to exceed 10-feet in depth, may be required at conflicts with underground facilities and proposed sanitary sewers.
- 1.10.2 Fifteen (15) geotechnical borings will be required along the proposed alignment of the sanitary relief sewer. All costs to perform the geotechnical investigation, including MOT, shall be included in the design proposal.
- 1.11 Public and Private Utility Coordination:
- 1.11.1 Consultant shall perform detailed review of utility crossings and include relocation of City facilities in the design.
- 1.11.2 Consultant is required to coordinate the preliminary engineering and detailed design of the project with all public and private utilities within the project area.
- 1.11.3 Consultant shall submit progress plans to utility providers for their comment and coordinate any relocation of utilities with the utility companies and the City of Dublin that may be necessary.
- 1.11.4 Consultant to detail public and private utility coordination to include monthly utility coordination meetings, which includes, at a minimum, an excel spreadsheet documenting the public and private utilities within the project area, status of correspondence with the public and private utilities, and action plan on how conflicts will be resolved with associated timeframes that is aligned with the overall project schedule.
- 1.11.5 Consultant will prepare a project utility note with the construction plans detailing relocations still to occur after the project bid.

1.12 Easement Acquisition Tasks:

- 1.12.1 Consultant to identify any areas that would require right-of-way acquisitions and/or permanent or temporary easements. An estimated thirty-nine (39) properties may be impacted directly by the proposed work.
- 1.12.2 Consultant will prepare 8.5"x14" legal descriptions and 8.5"x14" legal exhibits for right-of-way acquisitions and/or permanent and temporary easements in City of Dublin format.
- 1.12.3 Consultant will meet or exceed Franklin County Engineer's Office (FCEO) requirements for recording right-of-way and/or easement acquisitions. Consultant will submit to FCEO for pre-certification.
- 1.12.4 Consultant will prepare right-of-way and/or individual property easement location exhibits in City of Dublin format, either 8.5"x11", or 11"x17".
- 1.12.5 Consultant to include appraisal, negotiation, and acquisition services for securing right-of-way acquisitions and/or permanent and temporary easements as part of this professional services contract. Approximately thirty-nine (39) properties may require right-of-way acquisitions and/or permanent and/or temporary easements.
- 1.13 Design Budget: \$2,575,000.

2. DELIVERABLES

- 2.1 A complete set of construction drawings will be required for this project.
- 2.2 A project location graphic for City Council presentation will be required for this project.
- 2.3 A complete set of right-of-way and/or easement location exhibits, legal descriptions, and legal exhibits will be required for this project.
- 2.4 All project documentation shall be provided in electronic (PDF) format.
- 2.5 10%, 30%, 60% and 90% plans and engineer's opinion of probable construction cost estimates (for 10%, 30%, 60% and 90%) will be submitted to City staff for a 6-week review, followed by a comment disposition in-person meeting. Milestone dates to be presented in proposal by consultant. Each plan stage shall also be submitted to the City of Columbus for review.
- 2.6 Consultant must incorporate comments from the City of Dublin and the City of Columbus and provide a disposition of comments in subsequent submittals.
- 2.7 All necessary modeling and design calculations shall be submitted with each submittal. Sanitary tributary maps, sanitary tables, and sanitary calculations are to be part of the construction drawings.
- 2.8 30% plans submittal shall include a preliminary engineering report with recommendations on sanitary sewer diameters and alignments.
- 2.9 30% plans submittal shall include critical vertical information (elevations, depth, etc.) to aid in the City's review in selecting an alignment alternative.
- 2.10 Permanent and temporary legal descriptions and exhibits to be completed with the 60% submission.
- 2.11 Final sanitary sewer design peer review report corresponding to 1.7.3 and 1.7.4 shall be provided in 8.5"x11" format with graphics not exceeding 11"x17" inches in PDF format.
- 2.12 The final plans will be prepared in 11"x17" and 22"x34" format. Provide one 22"x34" Mylar title sheet (four-mil, double mat).
- 2.13 Final legal descriptions and exhibits for right-of-way and/or easements, if required, shall be 8.5"x14".
- 2.14 All AutoCAD files and basemaps shall be submitted to the City with the final plans (and any subsequent changes), in AutoCAD release 2024 or later in DWG format.

3. TIME OF COMPLETION

- 3.1 All plans are to be completed by **January 9, 2026**.
- 3.2 Consultant to determine other project milestones.

4. CONTACT INFORMATION

- 4.1 If you have any questions regarding this project, please contact the City's Project Manager. Any other contact with City personnel related to this request, prior to the formal selection of the consultant, is expressly prohibited without the consent of the City's Project Manager:

Jared Groves, P.E.

Civil Engineer II

City of Dublin, Ohio

Division of Engineering

6555 Shier Rings Road

Dublin, OH 43016

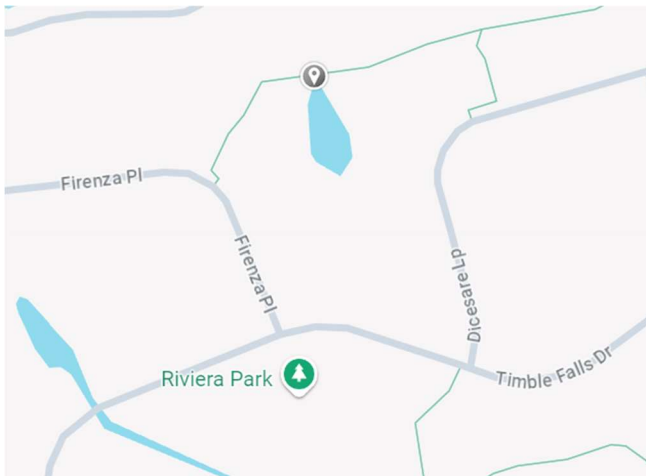
614.410.4625

jgroves@dublin.oh.us

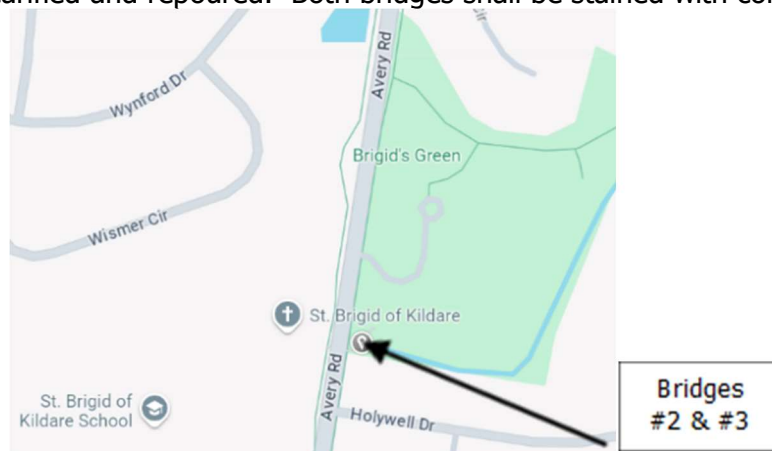
Engineering Project 3 - Pedestrian Bridge Maintenance 2026 Project

1. PROJECT DESCRIPTION

1. City of Dublin (City) Engineering staff is seeking a consultant for design services to maintain the City's pedestrian bridges. The City has recently reviewed and updated the bridge inventory. This Request for Proposal is for design services for the four bridges identified for maintenance activities in 2026.
 - 1.1.1. Bridge #1 – Riviera – East of Firenza Place. Bridge #1 is located along an existing shared use path leading east from Firenza Place. The bridge is located in City of Dublin open space. The bridge is located within a City of Dublin stream protection zone and Zone AE of the FEMA Flood Map. The deck boards and railing shall be replaced for the 50 foot long, 400 square foot wooden bridge. Steel beams shall be painted per City of Columbus specifications.



- 1.1.2. Bridges #2 and #3 – Avery Road East Side 1 and Avery Road East Side 2, respectively. Bridges are located on the east side of Avery Road across from 7179 Avery Road, (St. Brigid of Kildare.) Bridge #2 is an existing 29 foot long, 230 square foot pedestrian bridge located within Avery Road right-of-way parallel to Avery Road. Bridge #3 is an existing 25 foot long, 200 square foot wooden pedestrian bridge located just east of Bridge #2 on private property, providing access to 7210 Avery Road. Both bridges are located within a City of Dublin stream protection zone and Zone X of the FEMA Flood Map. The railing on Bridge #2 shall be replaced, in kind. The spalled concrete on the approach to Bridge #2 shall be scarified and repoured. Both bridges shall be stained with color to match existing.



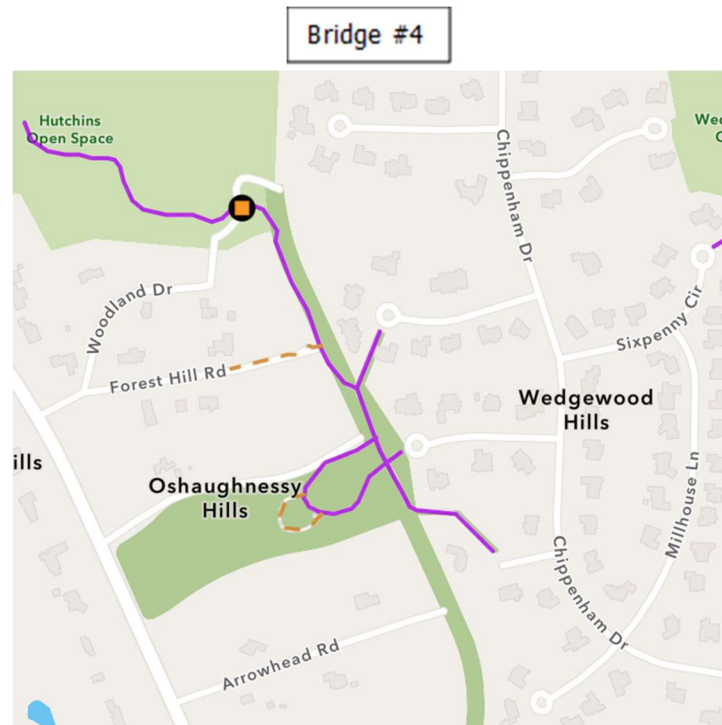
Bridge #2:



Bridge #3



- 1.1.3. Bridge #4 – Hutchins Open Space. Bridge #4 is located along the existing bike path in the Hutchins Open Space approximately southwest of Stockport Circle and northeast of Woodland Drive. The bridge is located in City of Dublin open space. The bridge is located within a City of Dublin stream protection zone and the Regulatory Floodway per the FEMA Flood Map. The existing 62 foot long, 500 square foot wooden bridge shall be assessed for overall condition, and specifically for moisture damage and/or rot. Consultant shall meet with the City to provide their evaluation and recommendations for repair. The required scope for repair shall be approved by the City prior to incorporation into the construction documents.





- 1.2. Bridges #1, #2, #3, and #4 are scheduled to be rehabilitated or replaced in 2026 with a construction budget of \$111,000.
- 1.2.1. Plans for Bridges #1, #2, #3, and #4 are expected to be combined into a single planset.
- 1.2.2. Consultant shall evaluate any erosion issues in the vicinity of the bridge and provide mitigation recommendations.
- 1.3. Consultant shall schedule a field review meeting to visit each bridge location and examine existing conditions. Field survey information will be obtained as necessary for design and plan implication based on final decision of preferred bridge improvement. As necessary, geotechnical borings shall be provided (minimum 2 per bridge replacement location). Include as "if authorized".
- 1.4. Consultant to follow City of Dublin, City of Columbus, and ODOT specifications (in order) for design specifications.
- 1.5. Meetings: Kick-off meeting (in-person), field review meeting (in person on site), bridge condition evaluation discussion (in-person), and 2 plan submittal comment disposition meetings (virtual), and pre-construction meeting (in-person or on-site, as determined by City).
- 1.6. The City of Dublin will prepare all additional bidding documents and bid the construction projects. Consultant will assist the City with answering questions during the bidding and construction period and attend the pre-construction meeting.
- 1.7. An estimate of one (1) property is expected to have permanent and/or temporary construction easement impacts. The acquisition of property and/or easements will fully encompass the installed bridge(s) and acquire the required space for construction.
- 1.8. Consultant will obtain all existing public and private utility information within the project areas.
- 1.9. Consultant shall be required to obtain any required regulatory agency approvals and permits.
- 1.9.1. Permit fees will be paid by the consultant and reimbursed by the City.
- 1.10. Detailed design budget: \$22,000.

2. DELIVERABLES

- 2.1. Complete set of construction drawings will be required for the individual bridge projects including detailed technical specifications, title sheet, details, grading, erosion control, pedestrian detour signage plan, and quantity estimates.

- 2.1.1. Bridges 1, 2, 3, and 4 are expected to be included together in a single set of construction drawings.
- 2.2. Final engineer's construction cost estimate for each structure.
- 2.3. All project documentation is to be provided in electronic (PDF) format.
- 2.4. 50% and 90% plans and Engineer's estimates will be submitted to City staff for a 3-week review. Followed by a comment disposition meeting. Milestone dates to be presented in proposal by consultant.
- 2.5. Consultant must incorporate comments from Dublin and provide a disposition of comments in subsequent submittals.
- 2.6. The final plans will be prepared in 11x17 format and one 22"x34" Mylar title sheet (four-mil, double mat) per construction set.
- 2.7. All CAD files and basemaps shall be submitted to the City with the final plans (and any subsequent changes), in Autodesk AutoCAD release 2024 or later in DWG format.

3. **TIME OF COMPLETION**

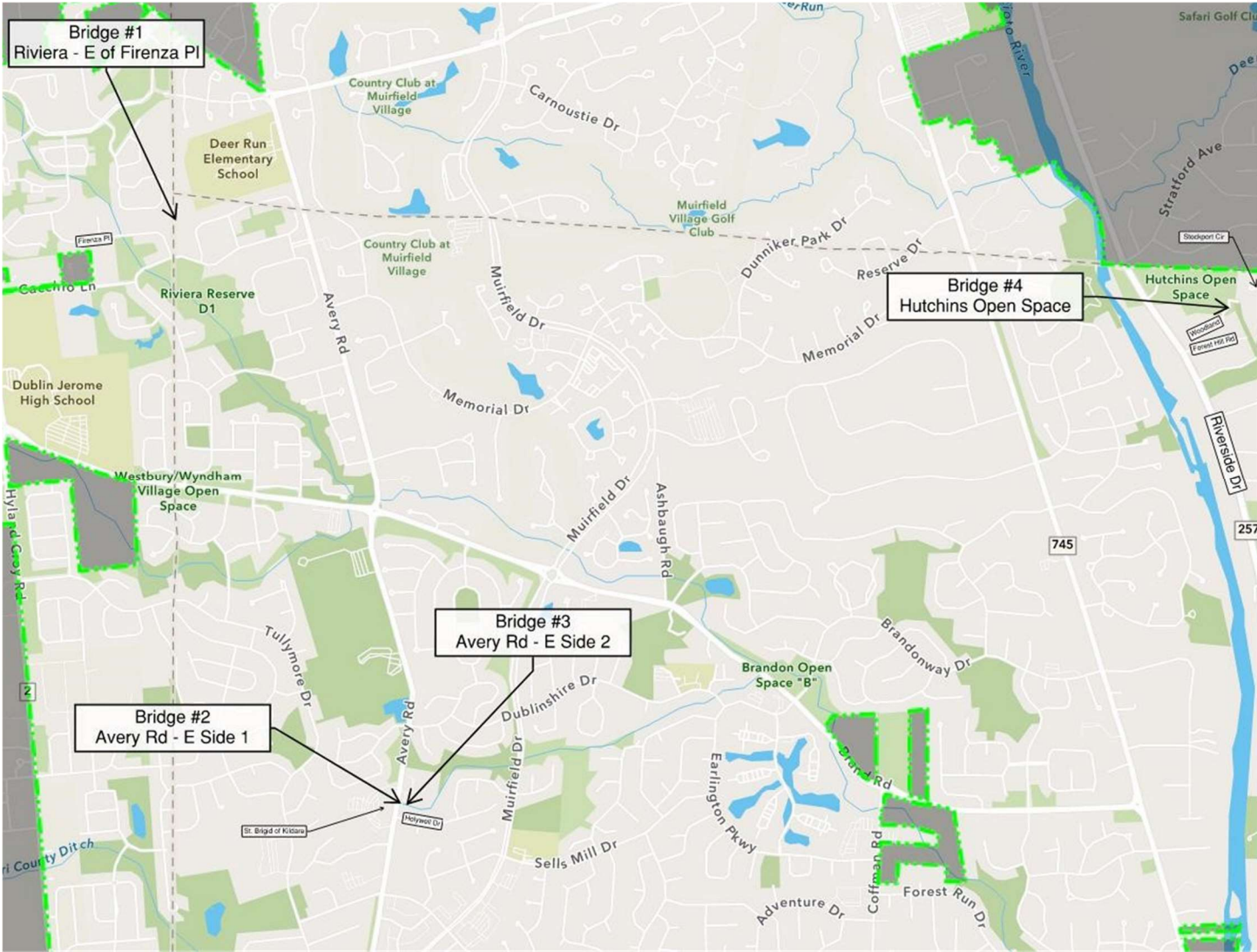
- 3.1. Construction plans for bridges #1, #2, #3, and #4 are to be completed by **November 14, 2025**.

4. **CONTACT INFORMATION**

- 4.1. If you have any questions regarding this project, please contact the City's Project Manager. Any other contact with City personnel related to this request, prior to the formal selection of the consultant, is expressly prohibited without the consent of the City's Project Manager:

Joshua Miller, P.E.

Civil Engineer II
City of Dublin, Ohio
Division of Engineering
6555 Shier Rings Road
Dublin, OH 43016
614.410.4621
jdmiller@dublin.oh.us



Engineering Project 4 - Dublin Road & Emerald Parkway Traffic Signal Infrastructure Maintenance

1. PROJECT DESCRIPTION

- 1.1 Perform detailed design to accommodate eight (8) PROWAG compliant ADA Ramps at the existing signalized intersection of Dublin Road and Emerald Parkway, perform signal rehabilitation as necessary to provide a modern design with current technologies and conform intersection to the City's community plan, Envision Dublin.
- 1.2 Consultant to provide a minimum of three (3) alternative preliminary concepts to prioritize pedestrian and bicycle movements throughout the intersection to align with Envision Dublin. Alternative 1 shall implement the adjusted configuration of the proposed eight ADA ramps. Alternative 2 shall implement alternative 1 and incorporate pedestrian refuge areas on Emerald Parkway. Alternative 3 shall look to implement additional treatments following the guidelines of Envision Dublin.
 - 1.2.1 These additional treatments may include lane re-configuration, alternative median width, alternative pavement materials, pavement markings, etc...
- 1.3 The project will assess the existing infrastructure at the signalized intersection and discuss these results with the City. Plans will be prepared based on the final agreed assessment of the rehabilitation of the traffic signal, and provide additional features to the installation to bring the operation into compliance with current City of Dublin standards.
 - 1.3.1 The following items shall be evaluated to determine if, pending regular maintenance, they are in suitable condition for the proposed life span of the signal or if full replacement is warranted at this time: Signal mast arm poles, traffic signal cabinet, signal wiring, traffic signal heads, pedestrian signal heads and push buttons, overhead internally-illuminated street name signs, emergency vehicle preemption equipment indicators and antennae, streetlights and illuminated street name signs
- 1.4 Project shall include the replacement of wiring and enhancements to the pedestrian detection technology to provide touchless actuation and enhancements to vehicle detection through thermal, video, and radar-based devices.
- 1.5 Existing detector loops that are abandoned shall have their cables removed.
- 1.6 The full intersection will be resurfaced by the project. Impacts to Dublin Road north and south and Emerald Parkway Bridge over the Scioto River shall be minimized as maintenance to these areas has already occurred.
- 1.7 Project to include pole painting as determined by the field assessment for any traffic poles to remain. Color to match Federal Specification 595C Color #20040, Dublin Bronze, as approved by the City Engineer.
- 1.8 The projected year of construction for this project is 2026. Advertisement of construction plans are planned to occur beginning in October 2025.



- 1.9 Provide additional signage to remind the vehicular and pedestrian users to be aware of conflicting movements
- 1.10 Check underground facilities for condition and ensure that the conduits have the capacity, are in sufficient condition to accommodate all remaining wiring (detector lead-in) and new or replacement wiring, including appropriate separation of voltage levels between conduits. If existing conduit and pull boxes are inadequate, include replacement of these items in the plan. The final design shall include one spare 4-inch conduit with tracer wire under each pertinent leg of the intersection.
- 1.11 Identify the existing limits of the right of way/easements. While no acquisitions are planned for this project, if the consultant believes any are necessary the limits of any potential acquisitions of right of way shall be defined and discussed with the City promptly.
- 1.12 Maintain existing signal phasing and signal timing. Discuss with the City if any adjustments to this timing are warranted.
- 1.13 Communication capability shall be maintained.
- 1.14 Accommodate and include power service metering following AEP metering requirements
- 1.15 Impacts to trees, drainage, public utilities, private utilities, traffic/signal patterns and etc. shall be assessed and solutions are to be detailed in the design process.
- 1.16 Field Survey:
 - 1.16.1 The City will provide available roadway and public utility plans in the project area. Consultant will provide field surveying, with a minimum of 1-foot contours in the design plans, from the center of roadways within the project area to 30-feet beyond the right-of-way/easements.
 - 1.16.2 Field survey will be necessary to collect topographic data and to locate all existing elements within the project boundary, including but not limited to; existing watermain, water valves, water services, curb stops, other private utilities (wells, septic systems, irrigation, etc.) through OUPS markings, record information, and other data collection methods to acquire all possible underground features.
 - 1.16.3 Field survey will also need to collect all easements within right-of-way and on all parcels within the project limits.
 - 1.16.4 Trees/landscaping elements, curbing, sidewalks, shared-use paths, and any other improvements are required as part of the field survey.
 - 1.16.5 All trees (3-inch caliper and above) and stumps will be surveyed in the project area identifying diameter, type, and health of tree.
- 1.17 Consultant to analyze the turning movement counts. Counts to be provided by City of Dublin.
- 1.18 Consultant shall prepare an Erosion and Sediment Control Plan to meet all City of Dublin and OEPA requirements.
- 1.19 Consultant shall prepare a detailed Maintenance of Traffic plan for this project. Impacts to traffic movements shall be minimized to the greatest extent possible.
 - 1.19.1 Any lane, shoulder, or ramp closures will be performed in accordance with the current Temporary Traffic Control Manual and the Ohio Manual of Uniform Traffic Control Devices.
- 1.20 Consultant shall prepare detailed traffic signal plans for the installation of traffic and detection infrastructure.
 - 1.20.1 Consultant shall prepare paving plans for the intersection including, but not limited to: Repaving of the full Dublin Road & Emerald Parkway intersection. Removal and reconstruction of existing curb ramps per City of Dublin standard drawings and guidance set forth by Envision Dublin. Removal and replacement of the existing stamped concrete sidewalk at all four corners. Removal and replacement of concrete curb and gutter for curb ramp construction. Reconstruction of existing medians for proposed cross walks. Restriping of the intersection.

- 1.21 Consultant to follow all City of Dublin, City of Columbus, and ODOT specifications (in order) for design specifications. Project improvements shall be fully ADA and PROWAG compliant.
- 1.21.1 The traffic signal shall follow the City of Dublin, and ODOT specifications (in order).
- 1.22 Public and Private Utility Coordination:
- 1.22.1 Consultant shall perform detailed review of utility crossings and include relocation of City facilities in the design.
- 1.22.2 Consultant is required to coordinate the detailed design of the project with all public and private utilities within the project area.
- 1.22.3 Consultant shall submit progress plans to utility providers for their comment and coordinate all relocation of utilities with the utility companies and the City of Dublin that may be necessary.
- 1.22.4 Consultant to detail public and private utility coordination to include monthly utility coordination meetings, which includes, at a minimum, an excel spreadsheet documenting the public and private utilities within the project area, status of correspondence with the public and private utilities, and action plan on how conflicts will be resolved with associated timeframes that is aligned with the overall project schedule.
- 1.22.5 Consultant will prepare a project utility note with the construction plans detailing relocations still to occur after the project bid.
- 1.22.6 Up to ten (10) SUE Level A test holes shall be included as "if authorized" with the project.
- 1.23 Meetings: Kick-off meeting (in-person), alternatives analysis review meeting (in-person), plan submittal comment disposition meetings (virtual), plus two (2) additional in-person meetings.
- 1.24 Consultant shall be required to obtain all regulatory agency approvals and coordinate the approval of plans with the OEPA.
- 1.24.1 Permit fees will be paid by the consultant and reimbursed by the City.
- 1.25 Provide project control. Set permanent benchmarks.
- 1.26 Property impacts: Project construction is anticipated to be fully on City property. No acquisitions or easements are anticipated at this time.
- 1.27 Detailed design budget: \$75,000

2. DELIVERABLES

- 2.1 Complete set of construction drawings will be required.
- 2.2 All project documentation provided in electronic (PDF) format.
- 2.3 Following surveying, basemap development, evaluation of the intersection, and evaluation of proposed alternatives, consultant shall meet with the City to discuss their alternatives analysis. Consultant shall be prepared to discuss the determinations of the on-site assessment including what equipment is anticipated to remain or to be replaced. Infrastructure replacement and alternative treatment selection shall be approved by the City prior to proceeding with 30% plan design.
- 2.4 30% plans and Engineer's estimates shall be provided to City staff for a 2-week review. 30% plans shall include plan view and alignment information.
- 2.5 60% and 90% plans and Engineer's estimates shall be provided to City staff for a 4-week review. Each review will be followed by a comment disposition meeting. Milestone dates are to be presented in proposal by consultant.
- 2.6 Consultant must incorporate comments from Dublin and provide a disposition of comments in subsequent submittals.
- 2.7 The final plans will be prepared in 11"x17" format and one 22"x34" Mylar title sheet (four-mil, double mat).

- 2.8 All CAD files and basemaps shall be submitted to the City with the final plans (and any subsequent changes), in Autodesk AutoCAD release 2024 or later in DWG format

3. TIME OF COMPLETION

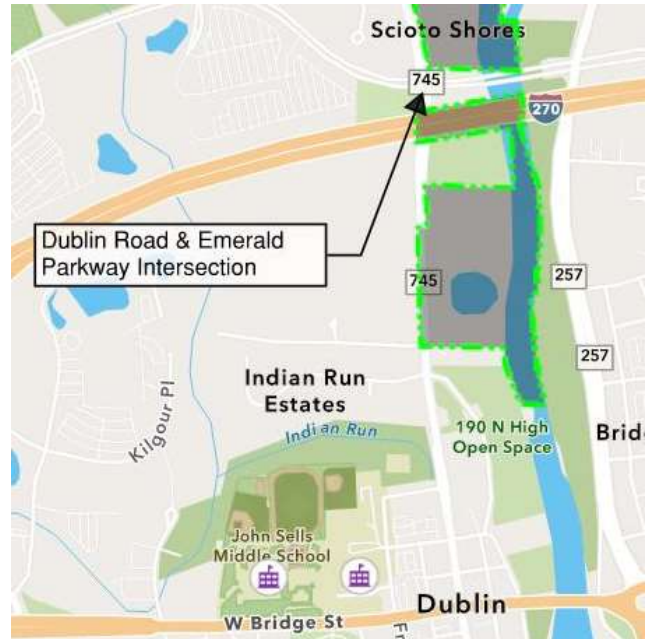
- 3.1 All construction plans are to be completed by **October 7, 2025**.
3.2 Consultant to determine and provide other project milestones.

4. CONTACT INFORMATION

- 4.1 If you have any questions regarding this project, please contact the City's Project Manager. Any other contact with City personnel related to this request, prior to the formal selection of the consultant, is expressly prohibited without the consent of the City's Project Manager:

Joshua Miller, P.E.

Civil Engineer II
City of Dublin, Ohio
Division of Engineering
6555 Shier Rings Road
Dublin, OH 43016
614.410.4621
jdmiller@dublin.oh.us



Transportation & Mobility Division Projects:

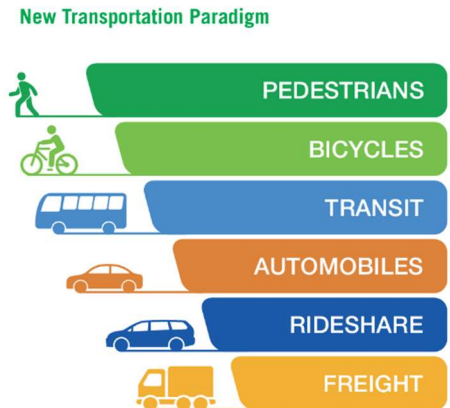
T&M Project 1 – Defining a New Traffic Study Process for Private Developments

1. PROJECT DESCRIPTION

- 1.1 The Envision Dublin process developed a new paradigm, changing the priority order of users on the roadway.
- 1.2 Among other elements identified in [Chapter 7 of the Envision Dublin Plan](#), the selected key performance indicator identified for evaluating the transportation network is the demand-to-capacity (d/c) ratio, assessing whether the demand exceeds capacity at any time during the day, or across an entire 24-hour period.
- 1.3 In order to create consistency and uniformity for private development transportation impact studies and access studies, a new process will be defined with this project. This will put into practice the concepts presented in the Mobility & Transportation chapter of the Envision Dublin Plan.
- 1.4 Best practices developed and applied by other agencies, both local and national, will be reviewed in the development of the proposed standards.
- 1.5 The best practices review must include the City of Columbus and at least two other leading agencies, and innovative industry standards focusing vulnerable roadway users and metrics outside of traditional level of service.
- 1.6 In addition to the d/c ratio, metrics for turn lane requirements and turn lane length calculations should be explored.
- 1.7 *NCHRP 1036 Roadway Cross-Section Reallocation: A Guide* should be referenced.
- 1.8 The project must include all aspects of the process and all modes of transportation.
- 1.9 The consultant will recommend tools and/or technology will help staff implement the standards.
- 1.10 Preliminary budget: \$125,000

2. DELIVERABLES

- 2.1 The consultant shall prepare a final document that includes elements from the various aspects of the project to create a cohesive and comprehensive account of the process. All project documentation will be provided in electronic (PDF) format.
- 2.2 At 30%, 60%, and 90% completion, a draft report will be submitted to City staff for review. Milestone dates to be presented in the proposal by the consultant.
- 2.3 The final report will be prepared in 8.5x11 format with graphics not exceeding 11x17.



- 2.4 Consultant must incorporate comments from Dublin and provide a disposition of comments in subsequent submittals.
- 2.5 The consultant shall summarize, and format specifically, all recommendations and graphics for posting on the City's website.

3. TIME OF COMPLETION

- 3.1 The final deliverable is due **Oct 15, 2025**.

4. CONTACT INFORMATION

If you have any questions regarding this project, please contact the City's Project Manager. Any other contact with City personnel related to this request, prior to the formal selection of the consultant, is expressly prohibited without the consent of the City's Project Manager:

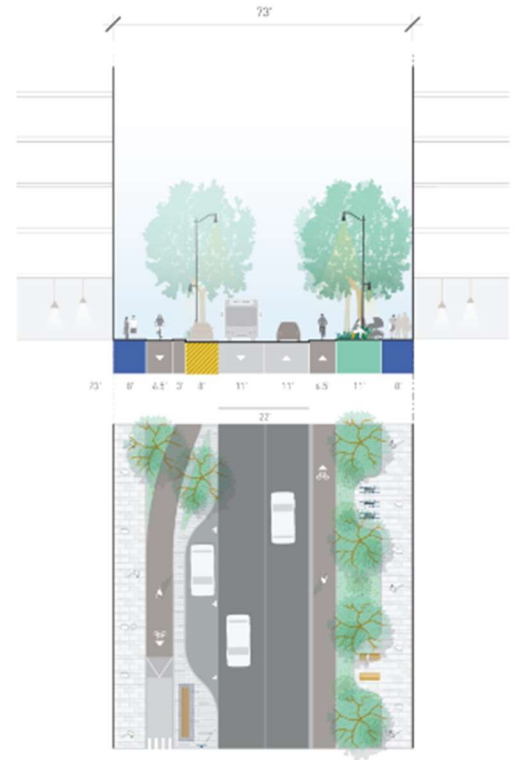
Tina Wawzkiewicz, P.E.

Deputy Director of Transportation & Mobility
City of Dublin, Ohio
6555 Shier Rings Road
Dublin, OH 43016
614.410.4636
twawzkiewicz@dublin.oh.us

T&M Project 2 – Development of Street Typology and Character Guide Library

1. PROJECT DESCRIPTION

- 1.1 This project will create a library of street typologies and character guidelines built from the basic elements in Envision Dublin found in the Multimodal Thoroughfare Plan, Street Typologies, the Special Area Plans, the Bridge Street District code and Streetscape Character Guidelines, and other studies specific to the study areas.
- 1.2 The library will bridge between Envision Dublin and the more specific study area plans.
- 1.3 Streets must be designed for mobility and access to meet safety and transportation standards, but streets are also part of the built environment that people physically experience on a daily basis.
- 1.4 The street typologies should reflect the mode shift goals, beyond the current uses and splits.
- 1.5 Roadway designs and streetscapes must support the needs of all roadway users and the surrounding environment. Streets should have unifying characteristics for Dublin, and unique element for each study area.
- 1.6 The following areas will be included in the study:
 - West Innovation District (WID)
 - Bridge Street District transition zones
 - Metro Center
 - Riverview Village
 - East and West Bridge Street
- 1.7 There will typically be multiple street types within each study area.
- 1.8 The street types from each study area will be compared and reviewed. The study will align the overlapping street types and provide text for the intent of each street typology.
- 1.9 The project will identify context appropriate lane configurations, lane widths, transit types and routes, bicycle facility types and routes, pedestrian elements and features, landscape types, lighting, on-street parking, street furniture, etc.
- 1.10 The project will define typical section elements and dimensions for all right-of-way users, and identify specific material types, colors, manufactures, etc., where applicable.
- 1.11 The project will identify key locations where exclusive turn lanes are needed, balancing the walkability throughout the study areas.
- 1.12 The project will define typical intersection layouts for each study area.
- 1.13 The consultant will incorporate 3D renderings, maps and graphics for each study area.



1.14 Preliminary budget: \$250,000

2. DELIVERABLES

- 2.1 The consultant shall prepare a final document that includes elements from the various aspects of the project to create a cohesive and comprehensive account of the guidelines. All project documentation will be provided in electronic (PDF) format.
- 2.2 At 30%, 60%, and 90% completion, a draft report will be submitted to City staff for review. Milestone dates to be presented in the proposal by the consultant.
- 2.3 The final report will be prepared in 8.5x11 format with graphics not exceeding 11x17.
- 2.4 Consultant must incorporate comments from Dublin and provide a disposition of comments in subsequent submittals.
- 2.5 The consultant shall summarize, and format specifically, all recommendations and graphics for posting on the City's website.

3. TIME OF COMPLETION

- 3.1 The final deliverable is due **December 15, 2025**.

4. CONTACT INFORMATION

If you have any questions regarding this project, please contact the City's Project Manager. Any other contact with City personnel related to this request, prior to the formal selection of the consultant, is expressly prohibited without the consent of the City's Project Manager:

Tina Wawzkiewicz, P.E.

Deputy Director of Transportation & Mobility
City of Dublin, Ohio
6555 Shier Rings Road
Dublin, OH 43016
614.410.4636
twawzkiewicz@dublin.oh.us

T&M Project 3 – Hyland-Croy Road at Tullymore Drive Pedestrian Hybrid Beacon – Detailed Design

1. PROJECT DESCRIPTION

- 1.1 Develop a complete set of construction drawings for a projects to improve the pedestrian environment crossing Hyland-Croy Road at Tullymore Drive. The project will follow the recommendations from the *2023 Pedestrian Crossing Improvements Study*, anticipated to include a pedestrian hybrid beacon with street lights, enhanced pavement markings, realigned curb ramps and sidewalk connections.
- 1.2 A Tree survey will be necessary for any trees (over 3 caliper inches) within the project area identifying species, caliper, and health.
- 1.3 Impacts to trees, drainage, public utilities, private utilities, etc. shall be assessed and solutions are to be detailed in the design process.
- 1.4 Consultant shall prepare an Erosion and Sediment Control Plan to meet all City of Dublin, Union County and OEPA requirements.
- 1.5 Consultant to follow all City of Dublin, City of Columbus, and ODOT specifications (in order) for design specifications.
- 1.6 Consultant will obtain existing private utility information within project areas.
- 1.7 Consultant is required to coordinate the detailed design of the project with all public and private utilities within the project area. Consultant shall submit profess plans to utility providers for their comment and coordinate any relocation of utilities that may be necessary.
- 1.8 Coordination with Union County is required for the project.
- 1.9 Utility coordination is required for the project, including clear date commitments from each owner in conflict.
- 1.10 Consultant shall be required to obtain all regulatory agency approvals and coordinate the approval of plans with the OEPA.
- 1.11 Permit fees will be paid by the consultant and reimbursed by the City.
- 1.12 Provide project control. Set permanent benchmarks.
- 1.13 Property impacts: One (1) permanent easement and one (1) temporary construction easement are anticipated with this project.
- 1.14 Status updates: Consultant will provide written project updates on a weekly basis via e-mail. Status meetings (virtual or in-person) will also be held once every two weeks.
- 1.15 Preliminary budget: \$110,000



2. DELIVERABLES

- 2.1 A complete set of construction drawings will be required for the project.
- 2.2 All project documentation provided in electronic (PDF) format.
 - 30%, 60% and 90% plans and Engineer's estimates will be submitted to City staff for a 3-week review. Followed by a comment disposition meeting. Milestone date to be presented in proposal by consultant.
- 2.3 Consultant must incorporate comments from Dublin and provide a disposition of comments in subsequent submittals.
- 2.4 The final plans will be prepared in 11x17 format and one 22"x34" Mylar title sheet (four-mil, double mat).
- 2.5 All CAD files and basemaps shall be submitted to the City with the final plans (and any subsequent changes), in Autodesk AutoCAD release 2022 or later in DWG format.

3. TIME OF COMPLETION

- 3.1 All construction plans are to be completed by **August 15, 2025**.
- 3.2 Acquisitions (legal descriptions and exhibits submitted) must all be submitted by **June 15, 2025**.
- 3.3 Consultant to determine other project milestones.

4. CONTACT INFORMATION

If you have any questions regarding this project, please contact the City's Project Manager. Any other contact with City personnel related to this request, prior to the formal selection of the consultant, is expressly prohibited without the consent of the City's Project Manager:

Marc Dilsaver

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City of Dublin, Ohio
6555 Shier Rings Road
Dublin, OH 43016
614.410.4744
mdilsaver@dublin.oh.us

T&M Project 4 – General T&M Task Order

1. PROJECT DESCRIPTION

- 1.1 Respond to City's requests for various Transportation & Mobility evaluations and analysis on a case-by-case basis. Projects may include intersection capacity analysis, conceptual layouts for roadway and bike/ped improvements, signal timing optimization, technology research/recommendations, speed studies, sight distance reviews, researching and recommending funding options, etc.
- 1.2 Illustrations and graphics will be important to convey the intent and findings of the studies.
- 1.3 Conclusions and final recommendations that are supported by the studies will be prepared and incorporated into a summary report or memo.
- 1.4 Status updates: Consultant will provide written project updates on a weekly basis via e-mail.
- 1.5 Preliminary budget: \$75,000

2. DELIVERABLES

- 2.1 Prepare reports or memos that include documentation from the various aspects of the project to create a cohesive and comprehensive account of each project. All project documentation will be provided in electronic (PDF) format.

3. TIME OF COMPLETION

- 3.1 Completion dates for individual tasks will be scheduled at the time of the request.
- 3.2 The Task Order contract will expire **March 2026**.

4. CONTACT INFORMATION

If you have any questions regarding this project, please contact the City's Project Manager. Any other contact with City personnel related to this request, prior to the formal selection of the consultant, is expressly prohibited without the consent of the City's Project Manager:

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