WBS #: A1-D115
Pre-Proposal Conference
CLE Parking Redevelopment Program – Phase II
Introductions

- Ren Camacho, P.E. – Chief of Planning and Engineering
- Hugh Holley-Engineering Manager
- Dino Lustri – Program Manager, Design Services
- Kassan Buhhur – Procurement Officer
- Wilfred Luzano – Project Manager
- Ed McDonald – Safety and Risk Management Manager
- Kim McGreal – Environmental Services Manager
- Bob Fischietto – Airport Operations Manager
- Paul Fisk – Security Manager
- Jennifer Wiman - Contract Compliance Officer
- Rosita Turner – Wage Compliance
Pre-Proposal Conference Agenda

Introductions
Scope of Services
Safety Requirements
Operations and Security Requirements
OEO Requirements
Selection Criteria
Submittal Requirements
Questions and Answers
Authorizing Ordinance No. 247-11

June 15, 2011

The City Record

To make the public improvement described in the Resolution of the City of Cleveland, entitled "Ordinance No. 247-11," approved and passed by the City Council on June 15, 2011, for the purpose of improving the facilities at the Hopkins International Airport, Department of Port Control, economic terms and conditions for the purchase of the property to be used in the improvement, install a parking guidance system, pay for the machines, and similar amenities, including installation and testing; and further authorize employment of one or more professional consultants for parking management services, for a period of five years with one five-year option to renew, in accordance with additional legislative authority.

Whereas, the ordinance constitutes an emergency measure providing for the daily operation of a municipally-owned airport, which is a public necessity;

Be it ordained by the Council of the City of Cleveland:

Section 1. That, under Section 109 of the Charter of the City of Cleveland, this Council determines to make the public improvement described in the Resolution of the City of Cleveland, entitled "Ordinance No. 247-11," approved and passed by the City Council on June 15, 2011, for the purpose of improving the facilities at the Hopkins International Airport, Department of Port Control, economic terms and conditions for the purchase of the property to be used in the improvement, install a parking guidance system, pay for the machines, and similar amenities, including installation and testing; and further authorize employment of one or more professional consultants for parking management services, for a period of five years with one five-year option to renew, in accordance with additional legislative authority.

Section 2. That, under Section 109 of the Charter of the City of Cleveland, this Council determines to make the public improvement described in the Resolution of the City of Cleveland, entitled "Ordinance No. 247-11," approved and passed by the City Council on June 15, 2011, for the purpose of improving the facilities at the Hopkins International Airport, Department of Port Control, economic terms and conditions for the purchase of the property to be used in the improvement, install a parking guidance system, pay for the machines, and similar amenities, including installation and testing; and further authorize employment of one or more professional consultants for parking management services, for a period of five years with one five-year option to renew, in accordance with additional legislative authority.

Section 3. That, under Section 109 of the Charter of the City of Cleveland, this Council determines to make the public improvement described in the Resolution of the City of Cleveland, entitled "Ordinance No. 247-11," approved and passed by the City Council on June 15, 2011, for the purpose of improving the facilities at the Hopkins International Airport, Department of Port Control, economic terms and conditions for the purchase of the property to be used in the improvement, install a parking guidance system, pay for the machines, and similar amenities, including installation and testing; and further authorize employment of one or more professional consultants for parking management services, for a period of five years with one five-year option to renew, in accordance with additional legislative authority.
Project Location

Cleveland Hopkins International Airport
Scope of Services

Design / Builder’s Role:

- Design Services and Related Professional Services
- Construction Services
Scope of Services

Design Services:
- Schematic Design
- Design Development
- Construction Documents
- Construction Administration & Management

Professional Services:
- Architectural Design
- Civil Engineering
- Structural Engineering
- Mechanical Engineering
- Electrical Engineering
- Geotechnical Services
- Environmental Services
- Surveying Services
- Landscape Design
Scope of Services

Construction Services:

- Project & Construction Management
- Integrated schedule for design & Construction
- Extension of Designs
- Permit Preparation & Application
- Cost Control
- Material and Equipment Acquisition
- Construction
- Environmental SWPPP
- Sustainability design and Construction
- LEED Certification
- Inspection and QA/QC
- Value Engineering
- As–built survey
- Training for operation and maintenance
- Turnover, warranty and record ("as-built") drawings
Scope of Project

Construction of canopies

- Over the existing Red Lot, approximately 72,280 sf.,
- Over a portion of the Orange Lot, to cover approximately 92,680 sf.
- Any major upgrades, including underground utilities, electrical, mechanical, plumbing, fire protection, architectural fit-out and additional systems as required, including landscaping requirements.
Site Overview
Canopy over Existing Red Parking Lot
Canopy over Existing Orange Parking Lot
Sustainability Options

- Storm water management
- Reduce heat island effects
- Landscaping
- Preferred parking
- Vehicle charging stations
- Construction waste management
- Pervious pavement
Ed McDonald  
Safety and Risk Management Manager  
(216) 265-4901  

- Zero Injury Philosophy  
- OSHA/FAA/DPC Requirements  
- Competent Persons (As Defined By OSHA)  
- Site Specific Safety Plan must be submitted and approved prior to the start of work.
Safety & Risk Management

- “Safety Always” Philosophy
- OSHA/FAA/DPC Requirements
- Competent Persons (As Defined by OSHA)
- Site Specific Health and Safety Plan (HASP)
- Safety Data Sheets required submission
- Insurance Liabilities requirements
- Incident Reporting
DPC Environmental Services

Kim McGreal – Manager
216-265-6615

Beau Williams
216-265-6009
216-857-7036
A comprehensive storm water pollution prevention plan (SWP3) will be required for this project for compliance with CLE NPDES permit, SPCC plan, Industrial SWP3 and the City of Cleveland MS4 NPDES permit.

SWP3 requirements and guidelines based on State of Ohio General Construction Permit OHC000003 and Ohio Department of Natural Resources Rainwater and Land Development Manual. SWP3 reviews and approvals through DPC Environmental Services and the Department of Building and Housing.

Design consultant will be required to work with DPC Environmental Services and USDA Wildlife Services to develop post-construction best management practices (PCBMP) that align with CLE’s storm water management and sustainability strategies (e.g. rain gardens, rain harvesting, pervious surfaces, green roofs, wildlife and maintenance minimization, retrofitting detention basins, offsite mitigation, etc.).

The design consultant will need to work with USDA Wildlife Services when developing the canopy to minimize wildlife attractants and DPC for techniques for energy conservation such as sky lights.

Demolition/Waste Management: All materials will need to be managed in accordance with local, state, and federal laws. Examples: light ballasts, used light bulbs, mercury thermostats, etc. Waste minimization techniques should be considered during design. Examples: recycling concrete and using onsite as pavement base materials.
Environmental

- Specification Section C-55 contains information relating to storm water pollution control among other environmental issues such as unexpected materials (e.g. foundry sand, slag, regulated wastes) and impacted trench water management.

- Be prepared to respond to equipment leaks and fuel spills. Store materials such as equipment batteries, fuel cans, and fluids in manner that prevents storm water contamination. DPC response to contractor spills will be billed directly to the contractor.

- ARFF for confined space entry permits and hot work permits, Cleveland Fire for hazardous materials permit (e.g. temporary fuel storage tanks, etc.)

- Please be aware that all fines resulting from violations of Environmental Specifications will be passed directly to the Contractor. Such violations may be as high as $25,000 per day. DPC may also levy fines as detailed in C-55.

Environmental Inspections
- Cuyahoga Soil Water Conservation District
- DPC or designated contractor
- Contractor weekly and storm event (increase frequency if needed)
- Ohio EPA
Security Requirements

- Emergency Phone contacts of personnel will be delivered to Airport Operations (OPS) for contacts regarding project site and its activities.

- Logos are required on all vehicles entering the AOA. For vehicles remaining on-site, a ramp permit is required and applications are available at Security.

- Fingerprint results will be processed at $65.00 payable to Transportation Security Clearing House. Payment is required at time of fingerprinting.

- No credentials will be issued until a Notice to Proceed is issued. Please allow 7-14 days for processing after Fingerprint results are received. This will allow time for the TSA to process the Security Threat Assessment.
Activity on the airport must comply with FAA rules & regulations.

All construction activity must comply with the requirements of the project's construction and safety/phasing plan.

Cranes and/or obstructions require airspace approval; obtained by filing an FAA form 7460-1 through the Detroit Airports District Office (ADO), 734.229.2900. (The Airport will be responsible for this. Contractor must allow adequate time for approval).
OEO Chapter 187 Requirements

**Subcontractor Utilization Goals**

15% Minority Business Enterprise (MBE) 7% Female Business Enterprise (FBE) and 8% Cleveland Small Business (CSB) Participation

- Contractors will be required to report payments and certified payrolls into the B2Gnow and LCPtracker Compliance Monitoring Systems throughout the duration of the project.

- Please visit the Office of Equal Opportunity website for a registry of all certified MBE/FBE and CSB companies.

www.city.cleveland.oh.us/CityofCleveland/Home/Government/CityAgencies/OfficeofEqualOpportunity
Schedule 1 - Project Contact Information Form

- Contractor to fill out form with contact information
- Sign and date form
## Schedule 2 – Subcontractor Participation

- List all subcontractors that you will use on the project on Schedule 2
  - Name of Company
  - Address
  - Email Address
  - Check the box if the company is certified as a CSB/MBE/FBE
  - Type of work or materials supplied
  - Subcontractor amount

- Sign and date form
Schedule 3 - Intent to Perform as a Subcontractor

- Prime to have CSB/MBE/FBE subcontractors fill out
- CSB/MBE/FBE subcontractor should indicate type of work and dollar amount
- CSB/MBE/FBE subcontractor should sign and date form
Schedule 4 – Unavailability/Impracticality

- Prime to document their good faith effort in trying to contract with the CSB/MBE/FBE firms
- Sign and date form
OEO Chapter 188

Fannie M. Lewis Resident Employment Law Requirements

- 20% of the total work hours to be performed by Cleveland Residents

- 4% of the 20% to be performed by Cleveland Low Income Residents
  - Cleveland Low Income Employees must be approved by OEO
  - Prime Contractors can be penalized if the resident employment requirements are not met
Emerging Business Enterprise Development Team

Contact Information:

Herlinda Bradley, Manager
(O) 216-265-6791
E-mail: hbradley@clevelandairport.com

Rosita Turner, Contract Compliance Officer/Prevailing Wage
(O)216-265-6606
E-mail: rturner@clevelandairport.com

Roman Orinoco, Contract Compliance Monitor/Auditor
O) 216-265-6197
E-mail: ro@clevelandairport.com

Jermaine Brooks, Certification/Outreach Officer
(O) 216-265-3389
E-mail: jbrooks@clevelandairport.com
PREVAILING WAGE

- Ohio Prevailing Wage Law.................ORC 4115

- Public improvement construction projects:
  - New construction/Re-construction
  - Alteration, enlargement
  - Repair, remodeling, renovation, or painting

- Paid to skilled trades employees
1. Applicable prevailing wage rate schedule.

2. Certified payroll registers:
   - Initial: 2 weeks after project had started
   - Thereafter: Weekly

SUBMISSIONS REQUIREMENTS

SUBMISSIONS ARE WEEKLY!
AFFIDAVIT OF COMPLIANCE

1. For Partial Payment:

   [Affidavit for Partial Payment]

2. For Final Payment:

   [Affidavit for Final Payment]
EBED Requirements

**CONTRACT COMPLIANCE**

- Monthly submissions of Payments Compliance Reports

- On-site visit interviews

  **Note:** Employees must have the following:
  - Drivers license
  - Or State ID
  - Or Union ID
EBED Requirements

**Applicable Wage Determination Rates**
(ORC 4115.07)

**OHIO POSTERS** → **ACCESSIBLE AT WORKSITE** → **Applicable Wage Determination Rates** (ORC 4115.07)
Written questions - send to designated Procurement Officer
Selection Criteria

- Qualifications/Experience – 15 points
- Project Approach – 30 points
- Key Staff – 20 points
- Management Approach – 25 points
- Work Product Sample – 10 points

Proposal Discounts Available

- CSB, MSB, or FBE (or Joint Venture) Credit – 5%
- LPE, SUBE Credit – 4%
Selection Criteria

The technical portions will be reviewed by DPC staff members who will award points as identified previous slide. Summaries of all staff evaluations will be combined and the Proposals will be ranked in order of their score, highest to lowest. The lowest scored Proposal will then be assigned its ranking value of one, the second lowest will be assigned a ranking value of two, etcetera up to the highest technical team.

The Fee Proposals will be opened and verified for accuracy and likewise ranked in order of highest to lowest. The highest fee will be assigned a ranking value of one, the second highest will be assigned a ranking value of two, etcetera up to the lowest fee.
Selection Criteria

The two rankings for each firm will be weighted first by 50% for the Proposal score ranking and then by 50% for the fee ranking. The sum of the two weighted values will be used to determine the overall ranking of the best submittal for award.

The Department of Port Control reserves the right to conduct interviews with the highest rated firms.
Forms to be submitted with SOQ’s

Non Competitive Bid Contract Statement

Affidavit

STATE OF ________
COUNTY OF ________

I, ____________________________, being the ________ day of __________, 2014, personally appeared before me, a Notary Public in and for the State of Ohio, and acknowledged that I executed the foregoing document as my free act and deed.

______________________________
(Seal)

______________________________
(Notary Public)

[Signature]

(Note: This form is to be submitted with all other required documents. It is not to be submitted separately.)
Forms to be submitted with SOQ’s

W-9 Taxpayer ID

Northern Ireland Fair Employment Practices Disclosure

INSTRUCTIONS: Pursuant to Codified Ordinance Sec. 181.36, the information requested on this page must be supplied by all contractors and any subcontractors having more than a fifty percent (50%) interest in the proposed contract prior to any contract being awarded by the City of Cleveland. Any contractor or subcontractor who is deemed to have made a false statement shall be declared to have acted in default of its contract and shall be subject to the remedies for default contained in its contract. For failure to cure such a defect, the contractor or subcontractor shall be automatically excluded from bidding for the supply of any goods or services for use by the City for a period of two (2) years.

CHECK WHICHEVER IS APPLICABLE:

☐ A. ☐ ☐ The undersigned or any controlling shareholder* subsidiary, or parent corporation of the undersigned is NOT ENGAGED IN ANY BUSINESS OR TRADING FOR PROFIT IN NORTHERN IRELAND. (If paragraph A is checked, proceed to the signature line.)

☐ B. ☐ ☐ The undersigned or any controlling shareholder* subsidiary, or parent corporation is ENGAGED IN ANY BUSINESS OR TRADING FOR PROFIT IN NORTHERN IRELAND. (If paragraph B is checked, please either check the stipulations contained in paragraph C, or attach documentation that shows that the undersigned has complied with the stipulations contained in paragraph C.)

☐ C. ☐ ☐ The undersigned and all enterprises identified in paragraph B, are TAKING LAWFUL AND GOOD PATH STEPS TO ENGAGE IN FAIR EMPLOYMENT PRACTICES WHICH ARE RELEVANT TO THE STANDARDS EMBODIED IN THE “McBRIDE PRINCIPLES FOR FAIR EMPLOYMENT IN NORTHERN IRELAND.” A copy of the McBride Principles can be obtained from the Office of the Commissioner of Purchases and Supplies. In lieu of checking this paragraph, the undersigned must attach documentation which the undersigned believes attains compliance with the stipulations contained in this paragraph C.

Name of Contractor or Subcontractor:

Tel:
Proposal Submittal

DIRECT ALL QUESTIONS TO:

Kassan Bahhur
VIA FACSIMILE AT (216) 265-6021
OR E-MAIL TO  kbahhur2@clevelandairport.com (PREFERRED)

PROPOSAL SUBMITTAL:

A. PLEASE PROVIDE: 7 COPIES (+ 1 UNBOUND) + 1 CD
B. SUBMITTAL DUE DATE: February 6, 2015 at 4:00 PM EST
C. SUBMITTAL LOCATION:
   Cleveland Hopkins International Airport
   Administration Offices
   5300 Riverside Drive
   Cleveland, Ohio 44135
   Attention: Kassan Bahhur, Procurement Officer
Questions and Answers

Please send all future questions to:
Department of Port Control
Attn: Kassan Bahhur
via fax: (216) 265-6021
via email: kbahhur2@clevelandairport.com (PREFERRED)

Deadline for all question submittals is
January 12, 2015 by 5:00 PM EST

All questions will be answered via website posting

PLEASE PROVIDE A VALID AND READABLE EMAIL ADDRESS ON THE SIGN-IN SHEET