

**REQUEST FOR STATEMENTS OF QUALIFICATIONS FROM TRAFFIC ENGINEERS
OR FIRMS FOR VILLAGE OF PENINSULA PROJECTS**

To: Qualified Traffic Engineers or Firms

From: The Village of Peninsula, Ohio

Re: Municipal Traffic Engineer Consulting Services for Village of Peninsula Projects

Date: December 5, 2018

The Village of Peninsula, Ohio (the "Village") is an Ohio statutory Village that is intersected by the Cuyahoga River and State Rt. 303. The Village has approximately 565 residents and half of its land area consists of Cuyahoga Valley National Park land. The Village experiences a significant influx of visitors to the Park and its downtown area, especially on weekends and during the summer months. The Village is looking to engage a qualified traffic engineer or engineering firm to work on several traffic and circulation related projects for the Village. Persons or firms responding to this Request will have the opportunity, if selected, to meet with the Village to further discuss their suitability for performing this Project.

PROPOSED PROJECTS

The Village of Peninsula Planning Commission is presently engaged with updating the Village's Long Range Plan. In connection with that work and its regular planning responsibilities for the Village, several projects have been identified that will require the services of a traffic engineer or firm qualified to perform traffic engineering services. Those projects include studying traffic patterns in the Village and making recommendations for the improvement of vehicular and pedestrian traffic flow and access to parking. Particular emphasis may be placed on studying one or more specific intersections and additional parking area options. In addition, the Village may request consulting services related to the addition of shared bike lanes or designated bike lanes. Other contemplated projects include services necessary to assist with reducing the speed of vehicles on Rt. 303, both within and outside the business district, and reducing the speed limit on Rt. 303 in areas outside of the business district. The Village also desires to eliminate or reduce large truck cut through traffic between Interstate 271 and State Rt. 8 and reduce the speed of the large trucks that do cut through the Village. It is also expected that the Village will require consulting services relating to the placement and design of a proposed crosswalk in the downtown area and a crosswalk at Rt. 303 and Riverview Road. The Village has already commenced discussions with ODOT and the Cuyahoga Valley National Park on many of these issues. The timing and priority of the above projects have not yet been determined.

STATEMENT OF QUALIFICATIONS

The Village is accepting Statements of Qualifications from persons or firms qualified and experienced in consulting on and preparing plans and applications for traffic engineering matters. Since many of the issues that the Village will request the

engineer or firm to study will involve State Rt. 303, qualified applicants must be ODOT certified. Extra consideration will be given to persons or firms that have specific experience with the types of projects outlined above. Experience with identifying and procuring grant money for these types of projects and working with communities that encounter tourist and seasonal traffic will also be considered.

The Statements of Qualifications shall be a document consisting of no more than ten double sided pages or twenty single sided pages between covers. Any Statement of Qualifications exceeding the page limit will not be considered. Applicants should not feel compelled to approach the maximum page limit if they feel they can adequately respond to this Request in a more concise manner.

Emphasis should be placed upon providing your relevant experience with matters outlined in the Proposed Projects section of this Request for Statements of Qualifications. You should provide information on what staff members would be involved, the qualifications and experience of those staff members, work tasks for which any listed team members would be responsible, and your time availability in the 2019 calendar year. The Statements of Qualifications should also include the following information: a brief discussion of your understanding of the Projects; a brief discussion of similar projects completed within the past ten years; the location of the office at which a majority of the work will be performed; a schedule listing employee billing rates by classification and any overhead multipliers, expected fixed fees, or profit multipliers; a list of any sub-consultants to be used and the work they would perform; and experience with attending and participating in public meetings. Estimates of costs for this Project should not be submitted as part of your firm's Statement of Qualifications at this time.

Statements of Qualifications that are non-responsive to the above directives may be disqualified. Statements shall be signed by the individual submitting the Statement of Qualifications if it is being submitted on behalf of an individual. If the Statement of Qualifications is being submitted on behalf of an entity, the Statement of Qualifications shall be signed by an officer authorized to submit the Statement on behalf of the entity. During the proposal evaluation period, the Village reserves the right to request additional written information to assist in the evaluation of the Statements. The Village also reserves the right to reject, for any reason that is sufficient in the discretion of the Village, any and all Statements, in whole or in part, and to waive irregularities in any of the Statements received. All persons and firms submitting Statements will receive a response from the Village as to which firms are selected for further consideration. Consultant services will begin after a person or entity is selected and a scope of services and fee is agreed upon between the Village and the person or entity selected.

Interested applicants must submit six copies of the Statement of Qualifications if submitting them by hand-delivery or mail. Only one copy is necessary if you are responding by email. Statements must be received by 3:00 p.m. on Friday January 4, 2019. Late submissions will not be accepted.

Please submit Statements of Qualifications either in person or by mail to the Village of Peninsula, c/o Administrative Clerk Marty Kuboff, at 1582 Main Street, Peninsula, Ohio 44264 or by email to admin@villageofpeninsula-oh.gov.

Any questions regarding this Request should be addressed to Brad Bryan, Village of Peninsula Solicitor, at 440.686.9000 or bbryan@gbs-llp.com.

The Village of Peninsula appreciates your interest in this Project.