Northeast Ohio Areawide Coordinating Agency
NOACA
1299 Superior Avenue
Cleveland, Ohio 44114-3204
(216) 241-2414
www.noaca.org

Request for Proposals (RFP) for NOACA
DESIGN BUILD
NET ZERO COOL PROJECT

Issue Date: September 19, 2019

Closing Date: October 21st, 12:00 PM ET

NOACA proposes “Net Zero Cool,” a three-phase, comprehensive suite of stormwater control measures (SCMs) (figures 1-2) to reduce stormwater runoff from its 100% impervious downtown Cleveland site (figures 3-4) and mitigate runoff’s harmful impacts on the Doan Brook-Frontal Lake Erie Watershed. The deadline for submittals is 12:00 PM ET on October 21, 2019. Please read this entire IFB for specific information and requirements.
# NOACA

## DESIGN BUILDS

### SCOPE OF SERVICES

**NET ZERO COOL PROJECT**

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1. NORTHEAST OHIO AREAWIDE COORDINATING AGENCY (NOACA)

The Northeast Ohio Areawide Coordinating Agency (NOACA) is a Cleveland-based transportation and environmental planning organization that serves as the metropolitan planning organization (MPO) and designated areawide water quality management agency for the counties of Cuyahoga, Geauga, Lake, Lorain and Medina in Ohio.

In these capacities NOACA:

- Works with other organizations to help address northeast Ohio’s transportation, air quality, and water quality needs.
- Conducts metropolitan planning for various modes of transportation, including vehicles, freight, transit, bicycle, pedestrian, etc., while considering the transportation system’s impact on the environment and land use.
- Prepares the region’s long-range transportation plan and short-range transportation improvement program, which is the region’s capital budget for federally funded transportation projects.
- Conducts studies that address congestion, improve safety and strengthen community livability.

The vision of NOACA is as follows: NOACA will STRENGTHEN regional cohesion, PRESERVE existing infrastructure, and BUILD a sustainable multimodal transportation system to SUPPORT economic development and ENHANCE quality of life in Northeast Ohio. To help realize this vision, NOACA is seeking to develop a single or portfolio of applications on top of their extensive set of data to support transportation planning.

NOACA is directed by a 45-member Board of Directors that represent the City of Cleveland and all five NOACA counties and their communities, plus transit agencies, the Northeast Ohio Regional Sewer District (NEORSD), the Cleveland-Cuyahoga County Port Authority, the Ohio Environmental Protection Agency (Ohio EPA) and the Ohio Department of Transportation (ODOT).

More information about NOACA can be found at www.noaca.org.
VALUE BASED SELECTION

SELECTION PROCESS OVERVIEW
Selection of a Design Build Team (DBT) for this project will follow a value based process that includes an evaluation of Project Understanding and Approach; Design Build Project Team and DBT Capabilities.

The Statement of Qualifications (SOQ) presents, in general terms, the proposed DBTs’ qualifications, capabilities, understanding and approach to the project. SOQ scoring is weighted heavily not only for the ability to design and build what is in the contract documents, but to show the potential for creating innovative ideas and the ability to implement those ideas on this project. The Technical Proposal addresses the design, construction, quality and duration of the project. Technical Proposal scoring will be weighted heavily on meeting and exceeding the scope requirements and objectives in a beneficial way that provides a consistently outstanding level of quality. Specific instructions for preparing the SOQ and Technical Proposal submittal are found in this document.

After SOQ, and Technical Proposals are submitted, the Proposals will be sent to the Selection Committee for evaluation. Please have a prepared cost/pricing sheet available.

Each responsive SOQ and Technical Proposal will be evaluated and scored by the members of the Selection Committee on the basis of the criteria provided in this Selection Criteria.

The Selection Committee may interview the top three scoring responsive DBTs prior to opening the Price Proposals.

The Price Proposals, of the top three scoring responsive DBTs, will be publicly opened on the date indicated the Proposal. The SOQ and Technical Proposal Score will be announced prior to the opening of the Price Proposals.

The DBT with the highest scoring SOQ and Technical Proposal and lowest price proposal will be recommended to the Board of Directors for contract award.

The Selection Committee may be assisted by any number of subgroups and/or subject matter experts within NOACA, NEORSD, other involved agencies, and/or contracted by NOACA.

PRE-SUBMISSION MEETINGS
NOACA will conduct meetings in advance of the Statement of Qualifications and Technical Proposal submissions. Attendance at these meetings is mandatory. Persons with a disability may request a reasonable accommodation such as a sign language interpreter. Requests for accommodations must be made one week in advance of the meeting, to allow time to arrange the accommodation.

RIGHTS OF NOACA
NOACA reserves the right to reject any and all SOQs and/or Technical/Price Proposals. NOACA reserves the right to request clarification of any submittal. The DBT agrees to respond to NOACA’s requests with the appropriate personnel to answer questions necessary to provide clarification of any areas where the intent or meaning of the submittal is in doubt. Such requests will be for purposes of clarification only. Changes or modifications to the SOQ, Technical Proposal or Price Proposal will not be permitted.
STATEMENT OF QUALIFICATIONS
Proposed DBTs qualifications will be evaluated based on the following criteria:

<table>
<thead>
<tr>
<th>Topic</th>
<th>Evaluation Criteria</th>
<th>Maximum Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Understanding and Approach</td>
<td>How well does the DBT’s SOQ demonstrate an in-depth understanding of the design and construction requirements of the project?</td>
<td>30</td>
</tr>
<tr>
<td>Design Build Project Team</td>
<td>How well do the DBT’s qualifications, experience and time availability relate to the requirements of the project?</td>
<td>40</td>
</tr>
<tr>
<td>DBT Capabilities</td>
<td>How well does the DBT’s SOQ communicate their design, construction and project management experience for this project?</td>
<td>30</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>100</td>
</tr>
</tbody>
</table>

STATEMENT OF QUALIFICATIONS (SOQ) CONTENT
SOQs shall contain all information as detailed in this section.

INTRODUCTION
The introduction shall contain the following information:

A statement that the DBT members are pre-qualified with the Department in accordance with the requirements of this Contract or a statement that the members will become prequalified prior to submission of Proposal.

A statement warranting that no members of the DBT have a personal conflict of interest or an organizational conflict of interest as defined in the Proposal.

A statement confirming the commitment of the key personnel identified in the submittal to the extent necessary to meet NOACA’s quality and schedule expectations.

The name and Registration number of the principal or officer, properly registered with the Ohio State Board of Registration for Professional Engineers and Surveyors at the time of submittal, who will be responsible for the design work included in this contract. If individual is not registered in the State of Ohio, indicate a commitment to become registered prior to contract award.

PROJECT UNDERSTANDING AND APPROACH
Describe the DBTs project understanding and anticipated approach to the project; including the following:

1. General approach to the project.
2. Description of how project goals will be met.
3. Description of the major tasks involved with the project.
4. General schedule.
5. Potential risks and methods of addressing.
6. Areas of opportunity for innovation.
7. Approach to public information/public relations.
8. Approach to achieving high quality design and construction.
9. Approach to ensuring safety of the travelling public and construction personnel.

DESIGN BUILD TEAM PERSONNEL
Identify the legal structure of the DBT. Describe the business experience of the firms that are part of the DBT. Focus on experience that relates to carrying out the proposed project. Distinguish between past experience on DB projects and experience on Design Bid Build projects.

Provide an organizational chart showing the interrelationship of the DBT.

Identify the following key staff as well as any other pertinent members of the DBT.

<table>
<thead>
<tr>
<th>KEY STAFF</th>
<th>DUTIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>DB Project Manager</td>
<td>Ultimately responsible for the DBT’s performance. Ensures that personnel and other resources are made available. Handles contractual matters</td>
</tr>
<tr>
<td>DB Designer Project Manager</td>
<td>Actively manages the overall design of the project. State of Ohio PE License required prior to award.</td>
</tr>
<tr>
<td>DB Construction Project Manager/Engineer</td>
<td>Actively manages the overall construction of the project.</td>
</tr>
<tr>
<td>DB Lead Structural Engineer</td>
<td>Responsible for overall design of structures and structural elements (Structural improvements to support the green roof and occupiable space, conversion of an existing window to a door on the second floor of the three-story building, carport structures, etc.). State of Ohio PE License required prior to award.</td>
</tr>
<tr>
<td>DB Lead Hydraulics Engineer</td>
<td>Responsible for overall hydraulic design (the three-story roof water collection with bioretention, etc.). State of Ohio PE License required prior to award.</td>
</tr>
<tr>
<td>DB Lead Pavement Design Engineer</td>
<td>Responsible for overall design of all pavement and pavement elements (Permeable parking lot pavement, etc.). State of Ohio PE License required prior to award.</td>
</tr>
<tr>
<td>DB Lead Architect/Landscape Architect</td>
<td>Responsible for overall design of (Green Roof, Green Wall, building modifications, carport and carport green roof, etc.). State of Ohio Architect License required prior to award.</td>
</tr>
<tr>
<td>Independent Quality Manager</td>
<td>Responsible for overall management of all quality elements (e.g., design reviews, construction inspection and testing) of the project. State of Ohio PE License Required prior to award.</td>
</tr>
</tbody>
</table>

For all key personnel, provide the following information:

1. The individual’s position and authority within the DBT.
2. Previous projects, similar in nature to the proposed project, for which the individual has performed a similar function.
3. Identify all projects that the individual will be involved with concurrently with the proposed project and the anticipated time commitment to each.
4. Relevant experience, professional registrations, education and other components of qualifications applicable to this project.
5. Any unique qualifications.
6. A resume.
7. A statement indicating that the individual is currently employed by a member of the DBT.

Duties may be performed by more than one person. If this is the case, provide information for each person and clarify who is performing what duties.

DESIGN BUILD TEAM CAPABILITIES

Provide specific information as it relates to previous project experience, available resources and anticipated design/construction methods.

Past Projects:
1. Discuss recent relevant experience of the DBT. Projects listed should be similar in nature to the current project and to the extent possible involve team members proposed for this project.
2. Furnish examples of projects in which proposed DBT members have completed their tasks ahead of schedule and/or below budget. Include an explanation of how this was accomplished.
3. Furnish examples of at least five projects completed by the DB Contractor and at least five projects completed by the DB Designer with a brief description of each project. An Owner's reference shall be included for each project listed. As a minimum, the reference shall include an individual's name and current telephone number.

Resources:
1. Indicate the resources that will be made available, and from what source, to perform the work for the proposed project. Demonstrate that appropriate resources will be committed to perform the work.
2. Discuss quantitatively how this Project would impact the current and anticipated workload of the DBT's office(s) that will perform this work. If additional staff will be necessary, describe how this will be addressed.
3. Describe any equipment or other resources the firm has which will enhance their ability to accomplish this project.
4. Describe any notable expertise or other special capabilities of members of DB project team that are critical to your proposal.

Project Management Methodologies:
1. Describe the DBTs internal procedures for developing, monitoring and maintaining project schedules.
2. Describe how the DBT will monitor the use of resources (personnel, equipment, etc.) available to perform the work.
3. Describe how the DBT will monitor the quality of the work.

TECHNICAL PROPOSAL EVALUATION

The Technical Proposal shall be developed using narratives, tables, charts, plots, drawings and sketches as appropriate. The purpose of the Technical Proposal is to document the proposed DBT’s understanding of the project, its selection of appropriate design criteria and its approach
for completing all design, quality management and construction activities. The design approach will reflect a single unified design concept for the project.

The Technical Proposal will be evaluated on how well each of the following items is addressed:

<table>
<thead>
<tr>
<th>Part</th>
<th>Evaluation Criteria</th>
<th>Maximum Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Design Management</td>
<td>10</td>
</tr>
<tr>
<td>B</td>
<td>Proposed Design</td>
<td>45</td>
</tr>
<tr>
<td>C</td>
<td>Construction Management</td>
<td>10</td>
</tr>
<tr>
<td>D</td>
<td>Construction</td>
<td>30</td>
</tr>
<tr>
<td>E</td>
<td>Quality Management</td>
<td>10</td>
</tr>
<tr>
<td>F</td>
<td>Schedule</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>TOTAL – Technical Proposal</td>
<td>100</td>
</tr>
</tbody>
</table>

**DESIGN MANAGEMENT (PART A)**

Describe the DBT’s concept of design management. Identify a staffing plan including specific responsible personnel and organizational units. Provide a design organization chart for the project, showing the relationships between functions shown on the chart and the functional relationships with subconsultants.

Individuals must be currently employed by a member of the DBT. Provide a narrative description of the proposed plan for developing and furnishing the design work for the project. This plan shall include at least the following items:
1. Description of how the designs developed by different firms and offices will be integrated into overall design development.
2. Description of how design personnel will interface with construction personnel.
3. Description of the DBT’s internal design checking process (separate from the Department’s review process and reviews by the Independent Quality Firm as defined by the Project Scope).

**PROPOSED DESIGN (PART B)**

The Technical Proposal shall address the following issues:
1. Demonstrate an understanding of the Project Scope.
2. Demonstrate that the proposed design meets NOACA’s general and project specific criteria.
3. Demonstrate that the proposed design meets project goals.
4. Demonstrate that the proposed design is in keeping with the environmental commitments listed in the Project Scope.
5. Describe any specific design features that would reduce the need for maintenance or would make inspection/maintenance procedures more efficient, safer and/or less costly.
6. Discuss solutions to manage the risks associated with proposals based on limited design information.
   a. Demonstrate proposed design minimizes utility impacts (temporary or permanent relocations)
7. A listing of all utilities required to be relocated by the DDBT’s proposed work.
CONSTRUCTION MANAGEMENT (PART C)

Describe the DBT’s concept of the project construction management organization and how it interrelates with the other elements of the DBT’s organization for the project.

Provide a construction organization chart for the project, showing the relationships between functions shown on the chart and the functional relationships with subcontractors. The chart shall indicate how the DBT intends to divide the project into work segments to enable optimum construction performance.

Identify a staffing plan including specific responsible personnel and organizational units that cover the following work areas and or specialties.

Specifically address each individual’s familiarity with construction and construction management of similar projects.

CONSTRUCTION (PART D)

Address the following construction issues:

Provide a brief narrative description of the DBT’s plan for constructing the project.

Describe the construction concept that will be used for each construction phase. Specifically describe how access to building/parking lot will be maintained. Describe in general the anticipated construction work for each phase.

Provide a brief narrative description of the DBT’s approach to the utilization of the DBT’s own workforce and expertise and the expertise of proposed subcontractors for critical and/or significant work categories.

Describe the relationship between the construction and inspection functions.

Describe the safety considerations specific to this project. Discuss the firm's overall approach to safety.

Describe the proposed coordination with owners of utility facilities. Demonstrate that the DBT has considered utilities, permitting, constructability, and maintenance of building/parking lot activities in determining the proposed construction schedule.

Describe the DBT’s plans and procedures to ensure timely deliveries of materials to achieve the project schedule. Include information with respect to anticipated fabrication times.

QUALITY MANAGEMENT (PART E)

Describe how the DBT intends to fulfill the requirements for Quality Assurance/Quality Control as defined by the Project Scope.

SCHEDULE (PART G)
Provide a schedule for the project including both design and construction. The schedule shall show the sequence and continuity of operations, as well as the month of delivery of usable segments.

The schedule should be general in nature and shall include the proposed final completion date of the project. The time scale should not be smaller than 1-week increments.

**TECHNICAL PROPOSAL SCORING**
The following table provides a general indication of anticipated scoring of each evaluation criteria.

<table>
<thead>
<tr>
<th>Definition</th>
<th>Scoring Range (percentage)</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Technical Proposal demonstrates an approach that is considered to significantly exceed the RFP requirements/objectives in a beneficial way (providing advantages, benefits, or added value to the Project) and that provides a consistently outstanding level of quality. Must have a significant strength and/or number of strengths and no weaknesses</td>
<td>90-100</td>
</tr>
<tr>
<td>The Technical Proposal demonstrates an approach that is considered to exceed the RFP requirements/objectives in a beneficial way (providing advantages, benefits, or added value to the Project) and offers a generally better than acceptable quality. Must have strengths and no significant weaknesses.</td>
<td>80-89</td>
</tr>
<tr>
<td>The Technical Proposal demonstrates an approach that is considered to meet the RFP requirements/objectives and offers an acceptable level of quality. It has strengths even though minor and/or moderate weaknesses exist.</td>
<td>70-79</td>
</tr>
<tr>
<td>The Technical Proposal demonstrates an approach which is marginally acceptable.</td>
<td>60-69</td>
</tr>
<tr>
<td>The Technical Proposal demonstrates an approach that contains no strengths and minor and/or significant weaknesses.</td>
<td>0-59</td>
</tr>
</tbody>
</table>

**SOQ AND TECHNICAL PROPOSAL REVIEW AND EVALUATION**
SOQ and Technical Proposals will be evaluated by a Selection Committee.

The Selection Committee may be assisted by any number of Technical subgroups and/or subject matter experts within NOACA, NEORSD, other involved agencies, and/or contracted by NOACA.

**PRICE PROPOSAL**

A proposed budget is not being requested at this time and will not be considered as part of the selection criteria. However, be aware that due to the procurement timeline, the selected
consultant should be prepared to submit a formal fee proposal within a short time frame and would be advised to have a proposed budget of no more than 1 page, including detailed project costs, by task, staff member, and estimated hours prepared in advance.

The Price Proposals, of the top three scoring responsive DBTs, will be publicly opened on the date indicated the Proposal. The SOQ and Technical Proposal Score will be announced prior to the opening of the Price Proposals.

The DBT with the highest scoring SOQ and Technical Proposal and lowest price proposal will be recommended to the Board of Directors for contract award.

The Selection Committee may be assisted by any number of subgroups and/or subject matter experts within NOACA, NEORSD, other involved agencies, and/or contracted by NOACA. Actual compensation is subject to contract negotiation.

PROJECT IDENTIFICATION

NOACA proposes "Net Zero Cool," a three-phase, comprehensive suite of stormwater control measures (SCMs) (figures 1-2) to reduce stormwater runoff from its 100% impervious downtown Cleveland site (figures 3-4) and mitigate runoff’s harmful impacts on the Doan Brook-Frontal Lake Erie Watershed.

The objectives and outcomes for Net Zero Cool are embodied in its name. “Net Zero” refers to NOACA’s ambition to capture stormwater runoff from its impervious surface area and eliminate its contribution to the combined wastewater/stormwater conveyance system. “Cool” refers to NOACA’s ambition to showcase its green infrastructure elements with eye-catching, water-themed design; mural and green wall on the sides of the building; educational placards along the sidewalk, adjacent to a proposed bioretention system and outdoor classroom space on the green roof for lectures, tours and public meetings. This project is 100% contingent on NOACA’s award of the funds through the Northeast Ohio Regional Sewer District’s (NEORSD) Green Infrastructure Grant Program.

PROJECT LOCATION

1299 Superior Avenue
Cleveland, Ohio
Cuyahoga County

EXISTING PLANS

Existing plans are attached.

These are NOT as-built plans. The Design-Build Team (DBT) is advised to verify the preceding referenced plans to determine if they accurately depict existing field conditions.

PRE-SUBMISSION AND WALK THROUGH MEETING

Location: 1299 Superior Avenue, Cleveland, Ohio
Date: September 30, 2019
Time: 10:30AM
PROCUREMENT TIMELINE

The RFP process will proceed according to the following anticipated schedule:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 19th, 2019</td>
<td>RFP issued.</td>
</tr>
<tr>
<td>September 30th, 2019</td>
<td>10:30AM NOACA Pre-Submission and Walkthrough at 1299 Superior Ave. Attendance is required for submittal</td>
</tr>
<tr>
<td>October 4th, 2019,</td>
<td>Deadline for all questions and clarification inquiries. Must be submitted via email to <a href="mailto:procurement@mpo.noaca.org">procurement@mpo.noaca.org</a></td>
</tr>
<tr>
<td>12:00 noon ET</td>
<td></td>
</tr>
<tr>
<td>October 8th, 2019,</td>
<td>All answers to respondents questions to have been posted to NOACA website at <a href="http://noaca.org/index.aspx?page=3429">http://noaca.org/index.aspx?page=3429</a></td>
</tr>
<tr>
<td>12:00 pm ET</td>
<td></td>
</tr>
<tr>
<td>November, 2019</td>
<td>NEORSD announces 2020 Green Infrastructure Grant (GIG) awards</td>
</tr>
<tr>
<td>December 2019</td>
<td>NOACA Board of Directors Meeting (action needed to approve candidate and proposed contract for Net Zero Cool Design-Build)</td>
</tr>
<tr>
<td>February 2019</td>
<td>Net Zero Cool design-build firm submits complete design to NEORSD for review</td>
</tr>
<tr>
<td>March 2019</td>
<td>Net Zero Cool Construction begins</td>
</tr>
<tr>
<td>March 2021</td>
<td>Net Zero Cool Construction concludes</td>
</tr>
</tbody>
</table>

Responses must be received at or before 12:00 noon ET, on the date stated above. Responses received later than the date and time specified will be deemed non-conforming. NOACA assumes no responsibility or liability for late delivery or receipt of responses.

A NOACA pre-submission meeting and walk-through will be held in Cleveland on Wednesday, September 30th, 2019 at 10:30AM at NOACA offices at 1299 Superior Ave., Cleveland. Participation IS required and failure to participate will result in the disqualification of the proposal.

ADDENDA PROCESS

All questions prior to the letting date shall be directed to: Susanna Merlone

NOACA NET ZERO COOL PROJECT: procurement@mpo.noaca.org

SCOPE OF WORK

PHASE I (BUILDING)

Project A (One-story extensive green roof system with usable outdoor space accessible via second floor (Figures 5-6)) - An extensive, partially occupiable green roof for the existing one-
story building addition to intercept precipitation; slow and reduce rooftop runoff through storage and evapotranspiration; and provide educational opportunity and visibility. Structural improvements to support the green roof and occupiable space include a new roof membrane and reinforcements to support the soil and plant medium. NOACA will coordinate with the utility companies to relocate the pole-mounted transformer adjacent to the building and the existing cable/telephone wires strung over the one-story roof. NOACA will also identify and design lighting for night uses. Access will be from conversion of an existing window to a door on the second floor of the three-story building.

Project B (Three-story roof water collection with bioretention (Figure 7)) - A system to collect and convey roughly 70% of the roof water from the three-story building. This water will be partially diverted through a bioretention system along the east side of the site and partially through an above-ground cistern (1,000 gallons) located in the southeast corner of the parking lot, near the south end of the bioretention system. The water stored in the cistern will be available for on-site irrigation. The project includes a retrofit of the existing three-story roof drainage system so runoff descends the exterior of the east façade via a pipe. The conveyance pipe system will include a diversion so approximately 50% of the captured roof runoff will enter the cistern for irrigation, while the other 50% will enter the bioretention system. The concrete bioretention cells will contain soil media, mulch and vegetation to filter pollutants. The soil media will consist of layers of sand, pea gravel and gravel within the depression, which enable ponded stormwater runoff to be treated and filtered before it enters an underdrain pipe. The underdrain pipe will convey water to an existing catch basin in the northeast corner of the parking lot. Native plantings will be recommended by the Horticulture and Conservation Department of Holden Arboretum.

PHASE II (PARKING LOT)
Project A (Parking Lot Porous Paving/Center Drive Aisle (Figure 6)) – Develop a permeable pavement section in the center aisle of the parking lot in accordance with the latest edition of Ohio’s Rainwater and Land Development Manual, pending soil investigation. Sawcut the existing asphalt pavement in the drive isle between the proposed carports (Project IIIB) and remove to subgrade. Replace with a permeable pavement section to match existing grade (no grade changes anticipated). The proposed permeable pavement area will include an underdrain that connects to the existing catch basin located in the northeast corner of the site. The site slopes slightly from south to north, with an elevation difference of about 2 feet (643’ MSL to 641’ MSL). This slope facilitates drainage of excess water to the catch basin.

Project B (Carport structures with extensive green roof (Figures 5-7)) - Two extensive green roof carport structures with foundation and lighting to cover the vehicles parked on both sides of the existing parking lot (Single-bay of parking on the east side and double-bay of parking west side). The carport structures will cover approximately 24 parking spaces in total. Structure footings will be located to avoid existing utilities. The permeable pavement (Project IIIB) will be in the parking aisle between the two carport structures. Excess water from the carport structure green roofs will drain to the permeable pavement in the parking aisle.

PHASE III (WALLS: “THE RIBBON THAT WRAPS THE PACKAGE”)
Project A (one-story building extensive green wall system (Figure 7)) - Extensive (vines on walls) green wall system for the east wall of the one-story building. Irrigation water will come
from the cistern identified in Phase I, with the water sourced from the roof of the three-story building. The cistern and irrigation pump will be placed above ground in the southeast area of the parking lot. The design will include heat tracing to protect the system from freezing; however, winterizing the system is part of the maintenance plan (see Ability to Provide Long-Term Maintenance). NOACA will route irrigation piping underground to the green wall.

Project B (three-story building mural (Figure 7)) - An artist will conceptualize and create a mural that wraps around the eastern and northern facades of the three-story building. NOACA staff will work with the artist to develop the “story” and images for the building mural. The mural should incorporate the eastern façade drainage system that transports roof runoff from the three-story building to the bioretention system and cistern.

The Consultant shall provide for the engineering services, design, and preparation of detail construction plans for each phase (separately) of the construction of the proposed project. Based on funding, the proposed project may contain one, two or all of the phases above.

The Contractor shall provide for the furnishing of materials, construction and completion in every detail of all the work described in the Conceptual Documents in order to fulfill the intent of the contract.

**Completion date:** March 31, 2021

**Warranties:**

The Contractor shall warranty the performance of the waterproofing system and vegetated cover, (together “Green Roof Assembly) for a period of 10 years (building and carports). The contractor shall also warrant the vegetated cover performance to achieve and maintain a foliage cover rate of eighty (80) percent through the duration of this warranty. The bioretention system and extensive green wall systems shall be warrantied for care and replacement to ensure that vegetation is properly established and survives during the first growing season following construction (24 month warranty). The replacement thresholds below which replacement is required is 85 percent survival of plant material and 100 percent survival of trees.

**GENERAL PROVISIONS FOR THE WORK**

**GOVERNING REGULATIONS**

All services, including but not limited to survey, design and construction work, performed by the DBT and all subcontractors (including sub-consultants), shall be in compliance with all applicable Manuals and Guidelines.

The fact that the bid items for this Design-Build project are general rather than specific shall not relieve the DBT of the requirement that all work be performed as required by the Contract and shall be in reasonable conformity with the specifications.

It will be the responsibility of the DBT to acquire and utilize the necessary manuals that apply to the design and construction work required to complete this project.

The design of the project shall meet or exceed the requirements of all relevant design manuals, including The Ohio Department of Transportation Location and Design Manual, Volume 1 and 2,
standard construction drawings and plan insert sheets. Interpret all references to guidelines, recommendations and considerations in the design manuals as minimum requirements except when specifically precluded within the Scope of Services. Perform recommended evaluations unless provided by NOACA.

If a recommendation in any design manual cannot be met, perform an analysis and submit to NOACA for review and concurrence. The analysis shall indicate the reasons for a deviation from design recommendation guidance and shall propose an acceptable solution. Cost or an incorrect design assumption shall not be a reason for a deviation. A deviation from a design recommendation shall not be included in the design without the NOACA Project Manager’s concurrence.

**BASIS OF PAYMENT**

All costs for work shall be included in the Project.

The DBT shall be required to furnish NOACA with a Schedule of Values showing the complete breakdown (approximate cost and approximate work) of the Lump Sum bid items. The breakdown shall be in sufficient detail to depict reasonable elements of physical work items and in sufficient detail to provide NOACA with a means to check partial payment requests. It shall show estimated quantities of work in sufficient detail and shall be submitted for consideration by and agreement with the NOACA Project Manager prior to physical Work. It may be (and is preferred to be in an electronic format (i.e. Excel Spreadsheet).

The NOACA Project Manager shall generate payment estimates upon receipt of a written request from the Contractor. This request shall correspond to the work performed for the payment estimate period. This request shall be in a format which utilizes the agreed Schedule of Values.

The DBT shall provide a general summary and submit the General Summary with and within the final as-built Construction plans.

**FINAL PAYMENT**

The DBT shall prepare and submit the following prior to the request for final payment:

1. All original project files and notes utilized in the preparation of the survey, design and construction of the project
2. Record-Drawings Plans as required below.

**RECORD-DRAWING PLANS**

At the completion of the work, the DBT shall provide a “Red-Line” set of drawings that clearly identifies all changes made to the Approved for Construction Documents. They may be noted by hand markup of the revisions, utilizing the Clouding command in MicroStation (or other CAD software) or the Clouding command in PDF editing software. The red-lined drawings shall have a Contractor signed verification on the title sheet indicating all field changes are being incorporated into the red-lined drawings.
Prior to final acceptance of the Work, the DBT shall furnish the Department formal Record-Drawings construction plans. The formal Record Drawings shall include all red-lined changes. Red-lined changes shall be denoted utilizing the Clouding command in MicroStation (or other CAD software) or the Clouding command in PDF editing software. The formal Record Drawings shall have a signed verification on the title sheet from the Designer and the Contractor indicating that all red-lined and field changes have been incorporated into the Record Drawings.

The Contractor’s verification statement indicates all known field modifications made after the RFC plans were sealed by the Designer have been included in the formal Record-Drawings. The Contractor’s verification statement shall be signed by the Contractor’s Project Manager (or acceptable representative).

The Designer’s verification indicates the Designer’s acknowledgement of the red-lined and field changes; the presented field changes have been included within the Record-Drawings; and the Designer’s concurrence that these changes meet the design intent of the Contract. The Designer’s verification statement shall be signed by the Lead Designer’s representative.

The DBT may choose to omit the “Red-Line” submission and submit only formal Record-Drawings.

In addition to the information shown on the construction plans, the Record-Drawings plans shall show the following:

1. All deviations from the original approved construction plans which result in a change of location, material, type or size of work.
2. Any utilities, pipes, wellheads, abandoned pavements, foundations or other major obstructions discovered and remaining in place which are not shown, or do not conform to locations or depths shown in the plans. Underground features shall be shown and labeled on the Record-Drawings plans in terms of station, offset and elevation.
3. The final option and specification number selected for those items which allow several material options under the specification (e.g., conduit).
4. Additional plan sheets may be needed if necessary to show work not included in the construction plans.

Notation shall also be made of locations and the extent of use of materials, other than soil, for embankment construction (rock, broken concrete without reinforcing steel, etc.).

The Plan index shall show the plan sheets, which have changes appearing on them.

Acceptance of these plans and delivery of the associated electronic files is required prior to the work being accepted and the final estimate approved.

_CADD FILES SUPPLIED BY CONSULTANT: ___X___ Yes_______ No_

NOACA will accept CADD files on CD ROM or DVD electronic media.
COMMUNICATION

All communication during design and construction shall be with the NOACA Project Manager.

NOACA’s Project Manager’s Name: Susanna Merlone
Phone number: 216-241-2414 x108
E-mail: smerlone@mpo.noaca.org

At the pre-design meeting, the Contractor shall name a Project Manager who will act as a liaison between the DBT and NOACA.

PERMITS

Contractor will be required to obtain all permits required by public and private entities, including, but not limited to, the City of Cleveland, Army Corps of Engineers, Ohio EPA (Permit to Install, SWPPP, NOI, etc.), ODOT, railroads and Cuyahoga County Soil and Water Conservation Service permit applications.

ENVIRONMENTAL

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT:

The DBT shall submit to the NOACA Project Manager the total number of acres of earth disturbance activities for both off-project and on-project work in a timely manner. This information will be used to develop the Notice of Intent (NOI) if required. NOACA will submit NOI to the OEPA within 10 days after this information is received from the DBT. Approval from the OEPA takes 21 days and the NOACA Project Manager has 10 days to file the NOI so these 31 days will be accounted for in the project.

All temporary erosion control is the responsibility of the Contractor even if a Stormwater Pollution Prevention Plan (SWPPP) is not required. Earth disturbing activity is not permitted prior to the OEPA permit approval. For projects that require an NOI, the SWPPP must be in place prior to the initiation of any earth disturbing activity. All temporary erosion control work and the SWPPP (if required) will be per Supplemental Specification (SS) 832. For information about OEPA’s NPDES permit requirements see http://www.epa.state.oh.us/dsw/storm/index.html.

Items used to implement the DBT’s Erosion Control requirements are paid from an encumbered amount included in the proposal as a non-bid reference number. The proposal specifies the unit prices for the erosion control items. Payments for erosion control items that exceed the encumbered amount will be made by an Extra Work Change Order using the specified unit prices. The specified unit prices are fixed for the contract and may not be negotiated or adjusted for inflation or claimed changed condition.

The preparation of the SWPPP, along with all requirements of SS832 for maintaining, inspecting, modifying and updating the SWPPP are considered incidental to the Project.

REMOVAL OF TEMPORARY EROSION CONTROL ITEMS
All temporary erosion control items shall be removed before the project is accepted. Removed materials shall become the property of the Contractor and shall be disposed of in accordance with the appropriate specifications.

UTILITIES

Contact the Ohio Utilities Protection Service and other agencies for existing plans and field markings of subsurface utilities.

The DBT shall coordinate all existing utilities with construction activities on this project. The DBT shall insure that potential delays in coordination and relocation of the affected utilities are minimized. The DBT shall copy the NOACA Project Manager on all correspondence or phone calls between the DBT and each utility. This shall include the submittal of plans to each utility.

Any betterment to the utility's facility and ineligible, or unnecessary, work shall not be a part of the project's expense but the utility company’s fiscal requirement.

SUBSURFACE UTILITIES ENGINEERING (SUE):  \( \boxed{\text{X}} \) Yes \( \boxed{\text{No}} \)

If marked yes, the DBT shall use a state-approved subsurface utilities engineering location service to field verify all underground utilities prior to beginning of any design work and shall incorporate the results in the design.

DESIGN AND CONSTRUCTION REQUIREMENTS

MAINTENANCE OF TRAFFIC (VEHICLE, BICYCLE AND PEDESTRIAN)

General
All temporary MOT devices shall comply with the National Cooperative Highway Research Program (NCHRP) 350 Hardware report.

Access to the building at 1299 Superior Avenue, Cleveland Ohio must be maintained at all times.

LOCATION & DESIGN

Survey Responsibilities
Monumentation shall not be disturbed. If the Contractor does disturb the monumentation, then it shall be replaced, in-kind, by a Registered Surveyor, with a current registration, recognized by the Ohio State Board of Registration for Professional Engineers and Surveyors. Costs associated for this item shall be borne by the Contractor. Copies of all monumentation changes shall be forwarded to NOACA’s Project Manager.

The DBT shall provide the following items prior to final acceptance of the Record-Drawing plans:

1. Copies of all field notes (written or electronic) which shall include the following information:
   a. Date
b. Crew members
c. Weather conditions, including temperature, barometric pressure, etc.
d. Instrument(s) used (Serial Number)
e. Raw observation field data
f. Other notes as needed

2. Copies of all Deeds, Plats, Maps and other written evidence used to establish points related to the project including summaries of all parole evidence acquired as a part of the survey operation.

3. Listing of all found monumentation (Horizontal and Vertical).

4. Listing of all monumentation set as part of the project (Horizontal and Vertical) including reference ties for recovery.

5. All monumentation shall be located utilizing NAD 83 (Horizontal Data), NAVD 88 (Vertical Data).

6. Short report indicating adjustment factors and methods, signed and certified by a Registered Surveyor (State of Ohio). The Registered Surveyor (State of Ohio) shall include in the report the datum used and all associated adjustments used.

PLAN SUBMITTALS AND REVIEW REQUIREMENTS

QUALITY CONTROL

The DBT will be responsible for the professional quality and technical accuracy for all plan submittals required under this contract.

Unless stated otherwise, review comments do not revise the scope or intent of the project and do not constitute a request for changes beyond the current contracted Scope of Services.

NOACA shall have the discretion to dictate the level of Design review. NOACA’s acceptance of the design or failure to identify improper design does not, in any way, relieve the DBT of the responsibility for the quality, accuracy, or feasibility of the Design.

In the event NOACA determines that any required submission is incomplete, or contains inaccuracies which preclude a meaningful review, NOACA will advise the DBT of the shortcomings and direct the DBT to revise and resubmit the plan. No time extension will be granted as a result of such action. NOACA will schedule a review meeting or issue review comments as appropriate.

In the event the DBT believes that any review comment, or orders issued by NOACA, require a change to the scope of the agreed work, the DBT shall first contact NOACA for clarification and shall, within 10 days of receipt of the comments or orders, provide written notice to the NOACA Project Manager concerning the reasons why the DBT believes the scope has been changed.

PLAN REVIEW SUBMISSION

The DBT shall submit 60% detailed design plan for review by NOACA. These submission
milestones must be shown on the Progress Schedule.

Unless indicated below, the NOACA shall have 10 Work Days from receipt to review complete submissions. The following are excluded as Work Days: State Holidays, Federal Holidays, Saturdays, Sundays, the Friday after Thanksgiving, Christmas Eve, and the days between Christmas and New Year’s Day. This review time must be shown on the Progress Schedule.

Following this review, the DBT shall correct any errors, incorporate modifications, perform required investigations and make related changes to the plans and supporting documents prior to submitting the draft final construction plans for review.

**Plan Review Distribution Table**
The DBT shall supply half size (11” x 17”) paper prints to the NOACA Project Manager, and if needed, to each affected utility company except they shall receive one full size (22”x34”) plan.

**Construction Plans**
After the review comments for the 60% plan review submission have been complied with, and following approval of the design documentation, the DBT shall prepare plan sets for use during construction. All review comments shall be resolved in writing by the DBT to the satisfaction of NOACA before the DBT submits the construction plans.

Each plan sheet shall have its last revised date noted on the sheet and clearly marked ‘Approved For Construction’. The ‘Approved for Construction’ plan set shall be signed, dated and sealed by a Professional Engineer. Physical construction shall not begin until the plans marked ‘Approved for Construction’ are delivered to each party on the Plan Distribution Table below.

No time extensions will be approved if the plan distribution is not completed and project delays occur as a result.

**Plans Distribution Table**
The DBT shall supply half size (11” x 17”) paper prints of the each plan submission to NOACA.

**ADMINISTRATIVE PROCEDURES AND CONDITIONS**

**A. DISADVANTAGED BUSINESS ENTERPRISES (DBE):**

It is the policy of NOACA, as required by the United States Department of Transportation (US DOT) that Disadvantaged Business Enterprises (DBEs) shall have equal opportunity to compete for this federally assisted contract and/or subcontract with another other consultant to perform the requested services. Consequently, the requirements of Title 49 CFR Part 26 will apply to this contract. If not a DBE itself, the Consultant must use its best efforts to solicit from and to utilize DBE subconsultants with meaningful minority groups and female representation among their employees. The Consultant must ensure that the DBE subcontractor(s) is performing a "commercially useful function" as defined in NOACA policy.

A listing of currently certified DBEs in Ohio can be accessed on the UCP website at www.ohioucp.org. Potential DBEs may also access the website to obtain information on how to become certified. To qualify for certification as a DBE, an applicant must meet
the eligibility standards established in the federal regulations at 49 CFR Part 26 and 13 CFR Part 121. DBE certification must be in place at the time of contract award and throughout performance of the contract.

The Consultant must document the progress and efforts being made in securing the services of DBE subconsultants.

the goal and be sent to the DBE Liaison Officer, NOACA Division of Programming, 1299 Superior Avenue, Cleveland, Ohio, 44114. There will be no extension of time for the project granted if the Contractor wishes to avail themselves of this process.

A. NONDISCRIMINATION

Consultants agree not to discriminate against any employee or applicant for employment because of race, color, religion, age, creed, sex, sexual orientation or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Consultants further agree to comply with all requirements of Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d et seq., 49 C.F.R. Part 21.

B. All proposals received by NOACA in response to this RFP shall remain valid for 90 days from the date of submittal.

C. An RFP does not constitute an offer or a contract. No contract may be awarded without a resolution by the NOACA Board of Directors.

D. NOACA reserves the right to cancel or reissue the RFP or to revise the timeline at anytime. NOACA reserves the right to reject any and all proposals and to waive minor irregularities in the proposal process. NOACA may accept any proposal if such action is believed to be in the best interest of the agency.

E. NOACA is not liable for any cost incurred by the proposer prior to execution of a contract.

F. The contract between the successful proposer and NOACA shall include all documents mutually entered into specifically including the contract instrument, the RFP, and the response to the RFP. The contract must include, and be consistent with, the provisions stated in the RFP.

G. The Consultant will be required to assume the responsibility for all services offered in the proposal whether or not directly performed by the Consultant. Further, the Consultant will be the sole point of contact for NOACA with regard to contractual matters.

H. The consultant project team shall be approved by NOACA. NOACA must approve any changes in the project team.

I. Consultant must show proof of liability insurance.

J. NOACA reserves the right to cancel or reissue the RFP or to revise the timeline at anytime.

K. Suspended or Debarred Firms

Firms or individuals included on the Systems Award Management (SAM) and Ohio
Findings for Recovery as suspended or debarred are not eligible for selection.

**COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

NOACA, 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.

**COMMUNICATIONS AND QUESTIONS**

For questions regarding the RFP, please contact procurement@mpo.noaca.org. All questions must be submitted by email and be submitted no later than seven (7) days prior to the due date, **September 25th, 2019** at noon. Pre-proposal questions and answers provided are for informational purposes only and are not part of the RFP documents. If a question warrants a clarification, NOACA will issue an addendum addressing the request.

Please note the following policy concerning communication between Consultants and NOACA 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.

**SUBMITTALS**

All responses to this RFP shall contain the following sections in the following order:

1. Letter of interest
2. Abstract
3. Background and Experience
4. Project Staffing and Organization
5. Project Approach
6. References

And, optionally:

7. Supplementary and/or reference material

Submittals received for items 1-7, above, will be confirmed via email. Please call (216) 241-2414 if you do not receive an email response within 48 hours indicating that your submittal was received.

Supplementary and/or reference material, may be submitted or referenced as a DVD, website, via FTP, or other media or means. Accessibility to any website or platform, including any login information and passwords must be provided. Such material or references, including authority to
review such information (if client-proprietary, for example) must be made available by the procurement deadline indicated above. Any media that must be mailed shall be sent to the address below and shall be referenced in the pdf document containing Sections 1-7. (Any items mailed or sent via courier services must arrive before the procurement deadline to be considered as submission supplementary material.)

Submissions must be made electronically by **12:00 noon on Monday, October 21st, 2019**, using a PDF or Microsoft Office format. To submit the proposal, please email the proposal to procurement@mpo.noaca.org. If the proposal is a large file, greater than 65MB, please instead request the Dropbox site and password for posting the proposal materials.

NOACA supports environmental consciousness and discourages mailed submissions for this RFP. However, for material that must be mailed, use:

Susanna Merlone, Director of Administrative Services  
Northeast Ohio Areawide Coordinating Agency  
1299 Superior Ave.  
Cleveland, OH 44114

**INDEX OF ATTACHMENTS**

1. Existing Conditions and Drainage Areas (Figure 1)  
2. Proposed Stormwater Control Measures (Figure 2)  
3. Existing Conditions Photographs (Figures 3 and 4)  
4. Overall View (Figure 5)  
5. Plan View (Figure 6)  
6. Street View (Figure 7)  
7. Stormwater Calculator Report (Baseline Conditions)  
8. Stormwater Calculator Report (Stormwater Control Measures)  
9. NEORSD GIG Inspection and Review Requirements (Agreement Template)  
10. Schedule of Tasks and Deliverables
FIGURE 1  
EXISTING CONDITIONS AND DRAINAGE AREAS

NOACA Net Zero Cool

Cuyahoga County 3C Catch Basin W/ Sump & Trap
Existing Conditions

FIGURE 3
EXISTING CONDITIONS PHOTOGRAPHS

BUILDING ENTRANCE ON NORTH SIDE

DUMPSTER ENCLOSURE IN NORTH SIDE PARKING LOT ALONG ROCKWELL AVE.

EAST BUILDING FACE

SIDEWALK ALONG EAST BUILDING FACE
Existing Conditions
## Site Description

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<thead>
<tr>
<th>Parameter</th>
<th>Current Scenario</th>
<th>Baseline Scenario</th>
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<tbody>
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<tr>
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<td></td>
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<td><strong>Hydraulic Conductivity (in/hr)</strong></td>
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<tr>
<td><strong>Evap. Data Source</strong></td>
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<td><strong>% Meadow</strong></td>
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<td><strong>% Desert</strong></td>
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<td><strong>% Impervious</strong></td>
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<td><strong>Years Analyzed</strong></td>
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<td><strong>Ignore Consecutive Wet Days</strong></td>
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<tr>
<td><strong>Porous Pavement</strong></td>
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% of impervious area treated / % of treated area used for LID
National Stormwater Calculator Report

Summary Results

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<tr>
<th>Statistic</th>
<th>Current Scenario</th>
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<tbody>
<tr>
<td>Average Annual Rainfall (inches)</td>
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<tr>
<td>Average Annual Runoff (inches)</td>
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<td>Days per Year With Rainfall</td>
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<tr>
<td>Days per Year with Runoff</td>
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<td>Percent of Wet Days Retained</td>
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<td>Smallest Rainfall w/ Runoff (inches)</td>
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<td>Largest Rainfall w/o Runoff (inches)</td>
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<td>Max. Rainfall Retained (inches)</td>
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Current Scenario
Annual Rainfall = 36.71 inches
### Estimate of Probable Costs

#### Capital Costs

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<td>Infiltration Basins</td>
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#### Maintenance Costs

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<td>$ - $</td>
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<td>$ - $</td>
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<tr>
<td>Rainwater Harvesting</td>
<td>$300 - $800</td>
<td>$ - $</td>
<td>$300 - $800</td>
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<tr>
<td>Rain Gardens</td>
<td>$ - $</td>
<td>$ - $</td>
<td>$ - $</td>
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<tr>
<td>Green Roofs</td>
<td>$200 - $1,600</td>
<td>$ - $</td>
<td>$200 - $1,600</td>
</tr>
<tr>
<td>Street Planters</td>
<td>$ - $500</td>
<td>$ - $</td>
<td>$ - $500</td>
</tr>
<tr>
<td>Infiltration Basins</td>
<td>$ - $</td>
<td>$ - $</td>
<td>$ - $</td>
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<tr>
<td>Permeable Pavement</td>
<td>$100 - $600</td>
<td>$ - $</td>
<td>$100 - $600</td>
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<td><strong>Total</strong></td>
<td>$600 - $3,500</td>
<td>$ - $</td>
<td>$600 - $3,500</td>
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</table>
## NOACA Net Zero Cool Project

### Opinion of Probable Cost

**Cleveland, Ohio**

### US EPA National Stormwater Calculator

<table>
<thead>
<tr>
<th>SCM</th>
<th>Impervious Area Draining to Each SCM (ac)</th>
<th>Total Drainage Area (in.)</th>
<th>Average Annual Runoff (gal/yr.)</th>
<th>Average Annual Runoff Reduction (gal/yr.)</th>
<th>Remaining Total Annual Runoff (gal/yr.)</th>
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<tbody>
<tr>
<td>Baseline Site:</td>
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<td>0.440</td>
<td>36.71</td>
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<td>Project IIA: 1-Story Occupiable Extensive Green Roof System</td>
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<td>Project IIIB: 3-Story Building Mural</td>
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<td>Project IIIB: 15th Street Bioretention Basin (Runoff from upper roof)</td>
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<td>36.71</td>
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<td>Project IIIB: Carport Structures w/Extensive Green Roof</td>
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<td>27.87</td>
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<tr>
<td>Combined Projects</td>
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<td>0.440</td>
<td>36.71</td>
<td>438,607</td>
<td>19.57</td>
</tr>
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</table>

**Notes:**
- The infiltration and evaporation rates are not linear and will change based on the model scenario. Therefore, the combination of projects does not simply yield the cumulative runoff reductions of each individual SCM model run. The row at the bottom of the Excel table reflects the combined SCM scenario.
2.6 Public Acknowledgment. Acknowledge the Grantee, in presentations or publications related to the Grantee Project.

ARTICLE 3. GRANTEE’S OBLIGATIONS

The Grantee agrees as follows:

3.1 Notice of Project Commencement. Provide notification to the District at least seven (7) business days prior to the start of the Project construction.

3.2 Utilization of Grant Funds. Use 100% of the District’s grant funds for activities and/or expenses related to the green infrastructure components of the Grantee’s Project, as approved by the District. These activities and expenses may include design, construction, materials, and signage specifically related to the green infrastructure components of the Grantee’s Project. Any other use of District-provided funding shall require prior written approval by the District. The Grantee shall obtain the prior written approval of the District prior to modifying any of the green infrastructure components of the Project.

3.3 Design and Construction of GI Measures. The Grantee shall install the Grantee Project in accordance with the District-approved plans and drawings and provide on-site construction inspection and oversight. The Grantee shall coordinate with the District’s representatives during all critical stages and milestones of the design and construction to allow sufficient time for the District to review and provide comments related to the design documents and inspect the construction work. The Grantee shall submit all construction-related drawings and stormwater management reports to the District for review and approval prior to commencing construction of the Grantee’s Project. Upon completion of the Project, the Grantee shall provide copies of as-built drawings of the Grantee’s Project to the District.

3.4 Project Schedule. The Grantee shall complete the project by November 30, 2020 unless extended or revised pursuant to written approval of the District. The Grantee’s failure to meet the District-approved schedule may negatively impact the Grantee’s ability to receive future grant funding from the District. Requests for reimbursement must be submitted no later than December 31, 2020.

3.5 Complete and submit quarterly progress report - as follows:
1) First Request shall be due April 17, 2020 for work completed January 1, 2020 through March 31, 2020;

2) Second Request shall be due July 19, 2020 for work completed April 1, 2020 through June 30, 2020;

3) Third Request shall be due October 18, 2020 for work completed July 1, 2020 through September 30, 2020;

4) Fourth Request shall be due December 31, 2020 for work completed October 1, 2020 through November 30, 2020.

Failure to submit the quarterly progress report in accordance with these deadlines may result in the revocation of the Agreement by the District.

The Grantee agrees to meet with District staff, as requested, to review GIG Program Project progress and to use the reimbursement request and progress report form provided by the District and available at: https://www.neorsd.org/stormwater-2/green-infrastructure-grant-program/

3.6 Operation and Maintenance. Once constructed, the Grantee shall remain responsible for the operation and maintenance of the Grantee Project for the design life expectancy of the Project, as determined by the District. The Grantee shall permit the District to provide technical review of the operation and maintenance manual developed for the Grantee Project prior to completion of construction. An annual operation and maintenance inspection report for the Grantee’s Project shall be submitted to the District annually by June 1st following completion of construction for the design life expectancy of the Project, as determined by the District.

3.7 Inspection of Grantee’s Project. The Grantee shall permit the District to periodically inspect the Grantee’s Project for the design life expectancy of the completed project. If the District determines the Grantee’s Project is not being properly maintained, the District shall notify the Grantee of such in writing. The Grantee shall provide the District with a plan to address maintenance issues within thirty (30) days of receipt of the District’s written notice.

3.8 Educational Signage. The Grantee shall coordinate the educational signage content and placement with the District, utilizing the District’s guidelines and template, and ensure that the educational signage is installed within fifteen (15) days of the completion of the Project. The District will manage the fabrication and initial installation of the educational signage and expense under this Agreement. The
Grantee shall maintain the signage at the Grantee’s expense for the design life expectancy of the Project.

3.9 Access to the Grantee’s Project Sites. The Grantee shall provide the District reasonable access to the Grantee’s Project site for the design life expectancy of the project as necessary for inspection of the Grantee’s Project. The Grantee agrees to immediately notify the District of any changes to or termination of the Grantee’s access rights in the Project site. In the event that the Grantee is required to vacate the premises on which the Project is located, the Grantee shall provide the District with a plan for relocation of the Project if the Project is of a nature that relocation is possible. In the event that relocation is not possible, at the District’s sole discretion, this Agreement may be assigned to a successor owner or occupier of the Project site only in accordance with Article 5.7 of this Agreement or the District shall be entitled to a refund of all grant funds provided by this Agreement. Failure to comply with this provision may be considered a default under this Agreement, pursuant to Article 7 herein.

3.10 Prohibition on Transfer of Project Property. The Grantee shall not transfer ownership, maintenance or operational control of the Project or the real property wherein the Project is located, during the design and construction of the Project or during the operation and maintenance of the Project’s life, as further described in paragraph 3.6 above, unless the Grantee retains a property interest in the Project property for obligations under this Agreement, including maintenance, or unless some other arrangement consistent with this Agreement, including Grantee’s successor agreeing to Grantee’s obligations herein, is accepted by the District. The Grantee’s property interest in the Project, as contained in this Agreement, shall be irrevocable for the design life expectancy of the Project, as determined by the District, but in any event, so long as the Project is operational with reasonable ongoing maintenance as determined by the District. The Grantee shall inform the District anytime there is a proposed transfer. Grantee shall reimburse the District in an amount equal to one hundred percent (100%) of the grant payments provided by the District to Grantee under this Agreement if the Project, or the real property wherein the Project is located, is transferred in contravention of this provision.

3.11 Payment of Prevailing Wage. The Grantee shall be responsible for determining whether the payment of prevailing wages, as set forth in Chapter 4115 of the Ohio Revised Code, are required for labor used in constructing the Water Resource Project, and shall ensure compliance with any prevailing wage requirements in said Chapter.

3.12 Public Acknowledgment. Acknowledge the District in presentations or publications related to the Grantee’s Project.
## NET ZERO COOL: SCHEDULE OF TASKS AND DELIVERABLES*

### CONSTRUCTION PHASE I:

#### PROJECT A (ONE- STORY BUILDING EXTENSIVE GREEN ROOF SYSTEM)

<table>
<thead>
<tr>
<th>Month</th>
<th>Task Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>MARCH 2020</td>
<td>Overhead utility re-location coordination, structural design, building modification design, planting design</td>
</tr>
<tr>
<td>MAY 2020</td>
<td>Building modifications to access one-story green roof (new door, structural re-enforcing)</td>
</tr>
<tr>
<td>SEPTEMBER 2020</td>
<td>Construct outdoor space</td>
</tr>
<tr>
<td>MARCH 2021</td>
<td>Install green roof tray system</td>
</tr>
</tbody>
</table>

#### PROJECT B (THREE- STORY ROOF WATER COLLECTION WITH BIORETENTION)

<table>
<thead>
<tr>
<th>Month</th>
<th>Task Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>MARCH 2020</td>
<td>Bioretention system and roof drainage design</td>
</tr>
<tr>
<td>JUNE 2020</td>
<td>Construct bioretention system</td>
</tr>
<tr>
<td>SEPTEMBER 2020</td>
<td>Install plants in bioretention cells and modify three-story roof drainage system including construction of new downspout and stormwater pipe to bioretention system</td>
</tr>
</tbody>
</table>

### CONSTRUCTION PHASE II:

#### PROJECT A (PARKING LOT POROUS PAVING OF CENTER DRIVE AISLE)

<table>
<thead>
<tr>
<th>Month</th>
<th>Task Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>APRIL 2020</td>
<td>Porous paver system design</td>
</tr>
<tr>
<td>OCTOBER 2020</td>
<td>Excavate drive aisle</td>
</tr>
<tr>
<td>NOVEMBER 2020</td>
<td>Install underdrains (if needed per detailed design)</td>
</tr>
<tr>
<td>DECEMBER 2020</td>
<td>Install porous pavers</td>
</tr>
</tbody>
</table>

#### PROJECT B (CARPORT STRUCTURES WITH EXTENSIVE GREEN ROOF)

<table>
<thead>
<tr>
<th>Month</th>
<th>Task Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>MARCH 2020</td>
<td>Carport design</td>
</tr>
<tr>
<td>JUNE 2020</td>
<td>Install foundations for carport structures</td>
</tr>
</tbody>
</table>
CONSTRUCTION PHASE III

PROJECT A (ONE-STORY BUILDING EXTENSIVE GREEN WALL SYSTEM)

MARCH 2020  Design extensive green wall system
JUNE 2020   Install cistern
JULY 2020   Install irrigation system and planter beds
SEPTEMBER 2020  Install plants

PROJECT B (THREE-STORY BUILDING MURAL)

MARCH 2020  Begin mural design
MAY 2020    Present mural design to NOACA for review
JULY 2020   Finalize mural design
AUGUST 2020  Paint Mural

MARCH, 2021:  Net Zero Cool Construction concludes

*Subject to change, based on funding received from NEORSD*