

PROJECT SCOPE
City of Medina Job No. 1087 & 1102: Ray Mellert Park Site Improvements

General

This project consists of the expansion of the existing concrete parking lot off of N. Huntington Street at the City of Medina's Ray Mellert Park. In addition, this project involves the installation of amenities that will allow a portion of the park to be utilized as a dog park. Below please find a general summary of items that are included as a part of this project:

1. Excavation as necessary for the installation of the proposed concrete parking lot.
2. Embankment of the excavated material on site to address existing drainage issues and to create landscape mounding.
3. Pavement and sidewalk removal for the installation of the proposed concrete parking expansion.
4. Installation of storm sewer and storm structures for the parking lot expansion.
5. Installation of new concrete sidewalk.
6. Installation of the new concrete parking lot pavement.
7. Installation of pavement markings.
8. Installation of landscaping including trees, shrubs, ornamental grasses.
9. Installation of five (5) foot high vinyl clad fencing and gates for the dog park areas.
10. Installation of concrete sidewalk for the vestibule entrance to the dog park areas.
11. Final grading and seeding of all areas disturbed areas within the construction limits.

Materials and Equipment Storage / Construction Traffic:

This project takes place within one of the City of Medina parks. Construction site access for the project shall only occur from N. Huntington Street as indicated on the plans. The existing asphalt access drive off N. Huntington Street shall be used as a temporary construction drive during the initial construction. Prior to the start construction the contractor and City Engineer shall meet on site to solidify the exact area to be used for staging and equipment storage. The contractor will be responsible for the restoration of all areas used for storage and staging. The contractor is also reminded that this project will be taking place within a heavily used pedestrian area. The contractor will be required to maintain a safe and secure work site. No exposed open excavations will be permit overnight without proper safety precautions provided.

Bid Information

- o The bid includes the furnishing of all labor, materials and equipment necessary to construct the improvements as outlined within these bid specifications and project plans.
- o State of Ohio prevailing wage rates will apply to this project. Wage rates for all labor utilized for constructing and installing this project must be in strict accordance with the most recent State of Ohio prevailing wage rate schedule. A copy of these rates is included within this bid package (see section 6).
- o The final completion date for the project has been set by the City of Medina for November 30, 2022; however, the bidder's will be given the opportunity to submit an earlier completion date, if they desire. *In addition, the excess soil re-spread area must have grass seed planted no later than October 1, 2022.* Completion date will be one of the factors utilized by the City of Medina when evaluating bids. The bidder must submit a completion date with the bid submitted.
- o This project is partially funded through a State of Ohio Capital Improvements grant. All requirements of these grants for bidders must be strictly adhered to.
- o The Contractor and each subcontractor will be required to maintain during the life of the contract Worker's Compensation Insurance, Public Liability Insurance with minimum coverage amounts of \$1,000,000 per occurrence, Property Damage with minimum coverage amounts of \$1,000,000 per occurrence, and Vehicle Liability Insurance.
- o The Contractor and all Sub-Contractors must be registered with the City of Medina to work in the City. Please contact the City of Medina Building Department at (330) 722-9030 for details regarding registration requirements and fees. No additional permits will be required to complete this project.

Bid Instructions

Please be advised that for a Bid to be accepted for consideration by the City of Medina, the following items MUST be completed and submitted:

1. Non-Collusion Agreement (included in Section 8: Bid Documents)
2. Bid Bond (to be supplied by the Bidder)
3. Bidder Information and Experience Record (included in Section 8: Bid Documents)
4. Bid Proposal Form (included in Section 8: Bid Documents)

Bid and Award Date

Bids will be accepted until 10:00 A.M. on Friday, June 10, 2022, at which time they will be opened and read publicly. The City anticipates awarding the bid no later than Monday, June 13, 2022. The City anticipates issuing a notice to proceed no later than June 24, 2022.

Voluntary Pre-Bid Meeting

A voluntary pre-bid meeting will be conducted by the City of Medina on Thursday, June 2, 2022 at 10:00 AM in the Rotunda of Medina City Hall, 132 North Elmwood Avenue, Medina, Ohio. Attendance is not required in order to submit a bid.