



CITY OF CLEVELAND
Mayor Justin M. Bibb



Addendum #1

Request for Proposal

For the Establishment and Execution of a
**MOCAP PUBLIC
ENGAGEMENT
COORDINATION
PROGRAM**

Released: December 16, 2022
Addendum #1 Released: January 6, 2023
*City of Cleveland
601 Lakeside Avenue
Cleveland, Ohio 44114*

ADDENDUM #1

MOCAP Public Engagement Coordination Program

Please note the following **clarifications & changes** to the RFP.

Proposal Schedule

Deadline

Proposals must be received no later than ~~Friday, January 13, 2023~~ **Friday, January 20, 2023 at 12:00PM Noon Local Time.**

Scope of Services

Program Establishment

In order for proposers to assess the level of effort needed to establish the Public Engagement Coordination Program, the following information provides a broad estimate of the number of projects conducted by each Division in a typical year and the number of those projects that involve any aspect of public engagement in the current process.

1. Engineering & Construction (E&C)

- Capital projects focus on the safety, performance, life-span, and aesthetics of the City's transportation infrastructure, such as roads, bridges, and bicycle networks. In a typical year, there are 50+ projects in the design phase and 50+ projects under construction. The current process includes public engagement at the 30% design point and then again before construction.
- Additional roadway projects, such as roadway repaving and repairs, have limited public engagement by providing a project summary notification to the respective City Council representative for distribution at least 2 weeks prior to construction. In a typical year, there are 100+ roadway repaving projects.

2. Real Estate

- Approximately 30 to 40 transactions are completed in a typical year. Most transactions are subject to attorney-client privilege that do not permit any public engagement. However, 2 to 5 high-profile transactions per year have some aspects of public engagement.

3. Architecture & Site Development (DASD)

- Site Development completes approximately 2 to 3 full park capital renovation projects per year that involve public engagement on an ad-hoc basis or as requested by City Council. Maintenance renovation projects do not have any aspect of public engagement and includes approximately per year:

- Courts (tennis and basketball): 1 to 6 parks depending on the number of courts
- Fields (diamond and rectangle): 1 to 2 parks
- Playgrounds: 1 to 3 parks
- Playground safety surfacing: 10+ parks

Site Development also works on approximately 5+ projects not related to parks per year.

- Architecture projects range from recreation centers, to public safety facilities (fire and police stations, etc.), to other city-owned buildings and facilities (West Side Market, City Hall, parking garages, salt domes, etc.). The majority of projects do not have any aspect of public engagement unless as requested by City Council. In a typical year projects include approximately:
 - 5+ recreation centers (full renovations to phased improvements)
 - 5+ public safety facilities (new build, full renovations, to phased improvements)
 - 10+ other city-owned buildings or facilities (typically phased improvements only)