

# **RCTB      Richland County Transit Board**

19 N. Main St.

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Mansfield, Ohio 44902

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## **REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES FOR PARKING LOT REHABILITATION**

The Richland County Transit Board (RCTB) is seeking Qualifications to provide engineering and construction administration services for parking lot rehabilitation at the following address in Mansfield, Ohio: 1) RCTB Service Garage, located at 232 N Main Street. RCTB plans to make repairs to the parking lot to fix cracks and broken concrete.

### Scope of Work

- Prepare necessary construction plans, specifications and cost estimates
- Prepare bid packets using county bid package for construction bidding in accordance with federal, state and local guidelines
- Obtain required permits
- Assistance in bidding Phase
- Assist RCTB in soliciting and evaluating bids from contractors, including reviewing and tabulating proposals.
- Recommend contract awards on the basis of “lowest responsive and responsible bidder”
- Attend pre-bidders meetings if needed
- Attend pre and post construction conferences
- Prepare addendums of construction plans, as needed
- Review shop drawings and working drawings furnished by the contractor
- Field layout and construction staking for project construction as needed
- Provide periodic on site-project inspections and consultations, regarding problems and deficiencies
- Approve contractor payment requests for accuracy and submit to grant administrator
- Perform final inspection, review, approval of project and submit to grant administrator for final payment to contractor

Richland County Transit is a small urban transit system that provides route and demand response services in the Mansfield, Ohio. It operates nine (9) fixed routes

For more information, please contact Jean Taddie at 19 N Main St, Mansfield OH 44902 or call 419 774 5684.

The proposal must be signed by a responsible officer of the company and submitted by email to [jtaddie@rcrpc.org](mailto:jtaddie@rcrpc.org) with Subject Line: Engineering Services for Parking Lot Rehabilitation and received by **November 4, 2022 4.30pm.**

Jean Taddie  
Transit Development Manager