

**Posting Date: October 4, 2024**  
**Project: Warren LiveZone Infrastructure Improvements Action Plan**  
**Eastgate Regional Council of Governments**  
**Response Due Date: October 25, 2024**

### **Communications Restrictions**

**Please note the following policy concerning communication between Consultants and the Eastgate Regional Council of Governments during the announcement and selection process:**

During the period between advertisement and the announcement of final consultant selection, communication with consultants (or their agents) shall be limited as follows:

All questions shall be directed to Economic Development Program Manager, Mark Ragozine, in writing by 2:00 P.M. **October 16, 2024**. Questions will only be accepted via email at ([mragozine@eastgatecog.org](mailto:mragozine@eastgatecog.org)). No calls will be taken during this process. All comments will be addressed on Eastgate's website by **October 18, 2024**.

### **Project Description**

The Eastgate Regional Council of Governments is seeking to retain the services of a consultant to create an action plan to identify the required infrastructure improvements that will result in transformational economic growth in the City of Warren, Trumbull County, and the entire region.

This strategy will help to leverage and connect unique industrial assets, putting them back into productive use, while retaining and expanding opportunities for existing businesses and industries of the future. Identifying ways to utilize better and market the prime Interstate/Turnpike access, heavy power utilities, thousands of feet in rail spurs and connections to mainline rail, and a workforce skilled in manufacturing and industrial production will be critical.

**Contract Value:** Value not to exceed **\$150,000**

### **Prequalification Requirements**

Demonstrated experience providing corridor planning services and technical assistance for government organizations. Vast understanding of state & federal funding sources for projects, as well as engineering and/or project design and cost estimating experience.

### **Selection Subfactors**

There are no selection subfactors for this project.

### **Estimated Date of Authorization**

It is anticipated that the selected Consultant will be authorized to proceed no earlier than November 1, 2024.

### **Timeline for Contract Award**

- |   |              |
|---|--------------|
| 1. Request for Proposals (RFP) Advertisement: | October 4th  |
| 2. Preproposal questions deadline             | October 16th |
| 3. Response to questions available            | October 18th |
| 4. Proposals due:                             | October 25th |
| 5. Target award date:                         | November 1st |

### **Disadvantaged Business Enterprise (DBE) Participation Goal**

It is the policy of the Ohio Department of Transportation (ODOT) that firms certified by ODOT as Disadvantaged Business Enterprises (DBEs) shall have equal opportunity to compete for and participate in agreements included in this request for Letters of Interest, either as a prime consultant or sub-consultant. The Consultant must use good faith efforts to include DBE participation. Consequently, the requirements of Title 49 CFR Part 26 will apply. The Consultant must ensure that the DBE firms participating in the agreement are performing a "commercially useful function" as defined in 49 CFR 26.55.

### **Suspended or Debarred Firms**

Firms included on the current Federal list of firms suspended or debarred are not eligible for selection.

### **Compliance with Title VI of the Civil Rights Act of 1964**

The Eastgate Regional Council of Governments, 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.

## **Selection Procedures**

Eastgate will directly select a consultant based on the Letter of Interest (LoI). The requirements for the LoI and the Programmatic Consultant Selection Rating Form that will be used to select the consultant are shown below.

Firms interested in being considered for selection should respond by submitting an electronic proposal via email to the below authorized representative **by 2:00 PM on October 25, 2024**.

Mark Ragozine, Economic Development Program Manager  
Mragozine@eastgatecog.org

Responses received after 2:00 PM on the response due date will not be considered.

## **Scope of Services and Project Completion Schedule**

The Scope of Services and Project Completion Schedule can be found below.

## **Requirements for Letters of Interest, Programmatic Selection Process**

- A. Instructions for Preparing and Submitting a Letter of Interest
  - 1. Provide the information requested in the Letter of Interest Content (Item B below), in the same order listed, in a letter signed by an officer of the firm. Do not send additional forms, resumes, brochures, or other material.
  - 2. Letters of Interest shall be limited to twenty (20) 8½" x 11" single-sided pages

B. Letter of Interest Content

1. List the Project Manager and other key staff members, including key sub-consultant staff. Include team members for important disciplines and staff members that will be responsible for the work, and the project responsibility of each.  
Address the experience of the key staff members on similar projects, and the staff qualifications relative to the selection subfactors noted.
2. Describe the capacity of your staff and their ability to perform the work in a timely manner, relative to the present workload, and the availability of the assigned staff.
3. Describe your Project Approach. Confirm that the firm has at least two years' experience performing the Scope of Services and Project Deliverables and address your firm's: 1) Technical approach; 2) Understanding of the project; 3) Qualifications for the project; 4) Knowledge and experience providing relevant services; 5) Innovative ideas.

Items 1 and 2 must be included within the 20-page body of the proposal. The remaining space within the ten (20) pages may be utilized to provide personnel resumes or additional information concerning general qualifications.

Consultant Selection Rating Form  
for  
Programmatic Selections

**Project:** Warren LiveZone Infrastructure Improvements Action Plan  
**Project Type:** Planning & Implementation  
**Scoring:** Selection Committee

Firm Name:

Category	Total Value	Scoring Criteria	Score
<b>Management &amp; Team</b>			
Project Manager	20	See Note 1, Exhibit 1	
Strength/Experience of Assigned Staff including Sub consultants	40	See Note 2, Exhibit 1	
Firm's Current Workload/ Availability of Personnel	10	See Note 3, Exhibit 1	
<b>Project Approach</b>	30		
<b>Total</b>	100		

## **Exhibit 1 - Consultant Selection Rating Form Notes**

1. The proposed project manager for each consultant shall be ranked, with the highest-ranked project manager receiving the greatest number of points, and lower-ranked project managers receiving commensurately lower scores. The rankings and scores should be based on each project manager's experience on similar projects and past performance for Eastgate and the three-county region. Any subfactors identified should be weighed heavily in the differential scoring.

Differential scoring should consider the relative importance of the project manager's role in the success of a given project. The project manager's role in a simple project may be less important than for a complex project, and differential scoring should reflect this, with higher differentials assigned to projects that require a larger role for the project manager.

2. The experience and strength of the assigned staff, including sub-consultant staff, should be ranked and scored as noted for Number 1 above, with higher differential scores assigned on more difficult projects. Any subfactors identified in the project notification should be weighed heavily in the differential scoring.

As above, other agencies may be contacted.

3. The consultant's workload and availability of qualified personnel, equipment, and facilities shall be ranked and scored on a relative, differential scoring type basis. The scoring shall consider quantifiable concerns regarding the ability of a firm (or firms) rated higher in other categories to complete the work with staff members named in the letter of interest.

## Scope of Services

The scope of work to be performed by the consultant may include, but is not limited to, the following:

- **SWOT ANALYSIS:** The consultant will conduct a Strengths Weaknesses Opportunities Threats (SWOT) Analysis regarding the infrastructure needs of Warren’s existing businesses and target industry sectors (electric vehicle manufacturing/energy storage, advanced manufacturing, logistics and distribution, information technology, and chemical manufacturing):
  - Consultant will facilitate roundtable discussions with local industry leaders identified with the assistance of the City of Warren, Trumbull County Engineers Office, Trumbull County Planning Commission, Eastgate, Youngstown-Warren Regional Chamber, Lake to River Ohio regional economic development organization. Major public/private utility providers, and other key stakeholders to supplement desktop data review and provide a thorough understanding of local transportation and utility infrastructure issues.
  - The consultant will engage JobsOhio’s newly created seventh and final Network Partner, Lake to River Ohio, in a review of corporate commercial/industrial site selection queries for the region relative to private end-user infrastructure needs (e.g. utility carrying capacity, freight modes, and access, etc.) to better inform the strategic planning process.
- **CAPITAL NEEDS ASSESSMENT:** The consultant will identify competitive assets that exist and assess what capital projects are needed to serve existing and targeted tradable industries:
  - The consultant will review existing local, regional, and state plans for planned/programmed infrastructure improvements including the adjacent Lordstown LIVE Zone Feasibility Study, Eastgate’s Regional Broadband Feasibility Study, Ohio Department of Development/Governor’s Office of Appalachia mega site logistics planning, and the ODOT Strategic Transportation & Development Analysis of priority corridors in the Lake to River region (SR 11/US 30).
  - The consultant will assess the county’s multimodal transportation (e.g., ports, rail, highways, etc.) using available mapping/data with an emphasis on access to global markets, especially linkages to Ashtabula County’s Great Lakes deepwater ports on Lake Erie (Ashtabula and Conneaut) and Columbiana County’s Wellsville Intermodal Terminal along the Ohio River.
  - The consultant will provide a summary of locations where utility infrastructure carrying capacity (e.g. water, sewer, power, broadband) is inadequate to support target industry sector attraction and major investments required to spur private investment.
  - Consult will recommend opportunities to integrate climate resilient infrastructure including opportunities for sustainable modes of transport (e.g., electric vehicle, hydrogen fuel cell, etc.) and renewable energy (e.g., solar, wind, biomass, etc.)
- **CONNECTIVITY PLAN:** Consultant will recommend strategic connectivity enhancements to support target industry expansion including the identification of transportation assets that need to be improved or added to keep businesses in Warren long-term with sufficient capacity for future expansion needs:

- The consultant will present a summary of applicable Case Study transportation investments that enhanced workforce connectivity and resulted in business, retention, expansion, and attraction in similarly situated regions.
- The consultant will create a summary map showing the recommended location of major connectivity investments across the expanded LIVE Zone.
- The consultant will compile a priority shortlist of freight enhancements in the study area including but not limited to capacity improvements (e.g. turn lanes, intersection widenings/reconfigurations), safety and geometric upgrades, state of good repair/maintenance efforts, and intermodal freight connections (especially the “Freight Village” concept identified through the ODOD/GOA logistics planning efforts).
- The consultant will provide a summary matrix of connectivity initiatives with estimated timelines for completion, rough order of magnitude cost, and responsible parties.
- **UTILITY INFRASTRUCTURE PLAN:** Consultant will recommend strategic utility infrastructure enhancements to support target industry expansion including the identification of water, sewer, stormwater, power, and broadband utility infrastructure that needs to be improved or added to keep businesses in Warren long-term with sufficient capacity for future expansion needs:
  - The consultant will coordinate with industry leaders in the energy sector regarding the potential market demand for a natural gas pipeline in the area to service hydrogen power generation.
  - The consultant will present a summary of applicable Case Study investments for utility infrastructure that resulted in business retention, expansion, and attraction in similarly situated regions.
  - The consultant will create a summary map showing the recommended location of major utility infrastructure investments across the expanded LIVE Zone.
  - The consultant will compile a priority shortlist of required utility enhancements in the study area to stimulate private investment in targeted development sites identified in the capital needs assessment.
  - The consultant will provide a summary matrix of utility infrastructure initiatives with estimated timelines for completion, rough order of magnitude cost, and responsible parties.
- **FUNDING STRATEGY:** Compile a comprehensive list of applicable funding sources to implement the needed investments in the competitive assets identified in the above tasks:
  - The consultant will provide a matrix of potential funding sources including partners, award size ranges, cost shares, and application cycles.
  - The consultant will identify models for public-private partnerships that maximize private investment in the expanded LIVE Zone.
  - The consultant will recommend strategies to fully leverage private investment in local census tracts that are federally designated Opportunity Zones, Inflation Reduction Act Energy Communities, and eligible for New Markets Tax Credits.
  - The consultant will explore the potential for land value captures (e.g., TIF), and innovative financing mechanisms that leverage maximum partner investments to capitalize on Western Reserve Port Authority’s ability to champion complex economic projects by leveraging their ability to offer bond financing and sales tax exemptions

## Project Completion Schedule

The Warren LiveZone Infrastructure Improvements Action Plan is expected to be completed over a 12-month timeline (after authorization to proceed) as summarized below:

- **Months 1-3:** Project Kickoff, Establishment of Regular Meeting Cadence and Project Expectations, Initial Project Research and Investigation, SWOT Analysis
- **Months 4-6:** Capital Needs Assessment
- **Months 7-8:** Connectivity Plan & Utility Infrastructure Plan
- **Months 9-10:** Funding Strategy
- **Months 11-12:** Delivery of the Warren LiveZone Infrastructure Improvements Action Plan (Strategic Plan for Proposed Improvements)