

CALL FOR BIDS
CITY OF MINNEAPOLIS
M I N N E S O T A

Official Publication No. 8291

April 19th, 2016

PURCHASING DEPARTMENT
330 Second Avenue South - Suite 552
Minneapolis, MN 55401

Public Works

AN AFFIRMATIVE ACTION EMPLOYER

For information call
David E. Schlueter, (612) 673-2834
david.schlueter@minneapolismn.gov

"BIDS FOR NORTH MINNEAPOLIS DEMONSTRATION GREENWAY"

To provide all materials, labor, equipment and incidentals necessary for the Installation, Maintenance and De-Installation of the North Minneapolis Demonstration Greenway for the City of Minneapolis, all in accordance with the attached specifications and bid form.

Complete project documents are available for electronic download at the following link:

<http://www.minneapolismn.gov/finance/procurement/bidopenings/formal>

All addendums can be found online; please check the above website BEFORE submitting your completed bid response. **It is the Contractor's full responsibility to ensure they have received all addenda prior to the submittal of bids.**

Please e-mail questions concerning this solicitation to david.schlueter@minneapolismn.gov. Questions received later than 8 days prior to bid opening may not be addressed.

No pre-bid meeting will be held.

Successful bidders with cumulative contracts exceeding \$50,000 will be required to submit a written affirmative action plan (AAP) to the Minneapolis Department of Civil Rights (MDCR) in accordance with Chapter 139.50(b) of the Minneapolis Code of Ordinances.

The successful bidder shall be subject to a pre-award compliance review by the MDCR in accordance with Chapters 139.50 and 423. In addition to the pre-award review, MDCR will also monitor SUBP participation, minority and female employment participation and prevailing wage throughout all construction projects. As of May 1, 2012 the employment goals for onsite labor on all city construction contracts are 6% female and 32% minority. Employee hours and wages are required to be filed electronically with a free online account at LCPtracker.net. Information regarding Frequently Asked Questions (FAQs) may be found on the web at www.ci.minneapolis.mn.us/civilrights/contractcompliance/faq. Questions may be directed to the Department of Civil Rights at contractcompliance@minneapolismn.gov.

The City of Minneapolis hereby notifies all bidders that in regard to any invitations to bid, advertisements, solicitations, or contracts to be entered into pursuant to this Plan, businesses owned and controlled by minorities or women will be afforded maximum feasible opportunity to submit bids and/or proposals in response and will not be subjected to discrimination on the basis of race, color, creed, religion, ancestry, national origin, sex, including sexual harassment, sexual orientation, gender identity, disability, age, marital status, or status with regard to public assistance or familial status.

Prospective bidders' attention is called to Minnesota Statutes 13.591 Business Data. This section states in part:

Data submitted by a business to a government entity in response to a request for bids as defined in Section 16C.02, Subdivision 11, are private or non-public until the bids are opened. Once the bids are opened, the name of the bidder and the dollar amount specified in the response are read and become public. All other data in a bidder's response to a bid are private or non-public data until completion of the selection process. For the purposes of this section, "completion of the selection process" means that the government entity has completed its evaluation and has ranked the responses.

After a government entity has completed the selection process, all remaining data submitted by all bidders are public with the exception of trade secret data as defined and classified in Section 13.37. A statement by a bidder that submitted data are copyrighted or otherwise protected does not prevent public access to the data contained in the bid.

Bidders are hereby advised that their bid document may become available to the public once a successful bidder has been chosen.

The City of Minneapolis has adopted an Environmental Purchasing Policy (EPP) that is incorporated into all bids. A copy of the policy can be found at this link:

<http://wcms/intranet/finance/procurement/policies/WCMS1Q-003476>

Prompt Payment: Per Minnesota Statutes 471.425 contractors shall pay all certified small subcontractors for undisputed work completed, within ten (10) days after the City of Minneapolis has paid the contractor for the completed work.

Chapter 471.895 of the Minnesota Statutes prohibits gifts from interested persons to local officials. Local Officials includes any individuals who purchase or advise or recommend on the purchase of goods and/or services.

Conflict of Interest/Code of Ethics: Contractor agrees to be bound by the City's Code of Ethics, Minneapolis Code of Ordinances, Chapter 15. Contractor certifies that to the best of its knowledge, all City employees and officers participating in this Agreement have also complied with that Ordinance. It is agreed by the Parties that any violation of the Code of Ethics constitutes grounds for the City to void this Agreement. All questions relative to this section shall be referred to the City and shall be promptly answered.

All successful bidder(s) will be required to comply fully with the Americans with Disabilities Act of 1990 (ADA).

Official Publication No. 8291

Published in Finance and Commerce – April 19th and April 26th, 2016

Sealed bids will be received and time stamped by receptionist until **10 AM, Local Time, May 4th, 2016** at which time they will be publicly opened and read aloud. **Do not fax** sealed bids to Purchasing.

A contractor responding to this solicitation document shall submit to the City of Minneapolis a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in Minnesota Statutes, Section 16C.285 subdivision 3.

Envelopes must bear the name of the firm submitting the bid and be addressed as follows:

**City of Minneapolis Purchasing Department
Offl. Publ. # 8291 – BIDS FOR NORTH MINNEAPOLIS DEMONSTRATION GREENWAY
Bids opened 10 AM, Local Time, May 4th, 2016
330 Second Avenue South - Suite 552
Minneapolis, MN 55401**

The City of Minneapolis reserves the right to waive informalities in bids, to accept or reject any or all bids or any part of any bid. Bids must be typewritten, or printed in ink, and signed in ink in handwriting.

TWO complete bid form responses, including attachments, are to be returned, one of which **must** be an original.

BIDS CONTAINING ANY ALTERATION OR ERASURE WILL BE REJECTED UNLESS ALTERATION OR ERASURE IS CROSSED OUT AND CORRECTION PRINTED IN INK OR TYPEWRITTEN AND INITIALED IN INK BESIDE CORRECTION BY THE PERSON SIGNING THE BID.

Automatic Bid/RFP Notification:

Visit the Purchasing website at - http://www.minneapolismn.gov/business/business_doing_business_with_city to sign up for e-mail updates and to view Formal Bids, Informal Bids and RFPs

Taxes:

Effective January 1, 2014, State of Minnesota requires vendors to obtain an ST-3 exemption certificate to substantiate a full (State & Local) sales tax exemption on sales to Minnesota cities, counties, and townships. This form can be found on the City of Minneapolis website at <http://www.ci.minneapolis.mn.us/finance/procurement>.

Instructions to Bidders

IF the Call for Bids, indicates a bid deposit is required, the bid deposit should be in the form of a certified check, cashier's check or bidder's corporate surety bond. If certified check or cashier's check is used, it shall be made payable to the Party named in the Call for Bids. Said bid deposit shall be retained by the City of Minneapolis or Board as liquidated damages and not a penalty, in the event the bid is selected by the City of Minneapolis or Board and the bidder fails to execute a contract, therefore, and upon request of the City of Minneapolis or Board, a performance bond and payment bond, as may be required by the City of Minneapolis subsequent to award of contract.

By submitting a bid, bidder agrees that said liquidated damages shall cover only the damages sustained by the City of Minneapolis or Board, from additional administrative costs, expenses or re-advertising and re-bidding and other damages sustained by the City of Minneapolis or Board as a result of failure of successful bidder to execute a written contract, and a performance bond and payment bond when so required, but shall not cover nor preclude the City of Minneapolis or Board from claiming damages on account of delay, price change, loss of other contracts, loss of income, inability of City of Minneapolis or Board to fulfill other contracts, loss of other benefits of this contract, or damages, direct or consequential arising out of breach of contract by the successful bidder.

Whenever separately numbered categories as to materials, equipment or services are set forth in the specifications and in the bid form, unless specifications or bid form is qualified by the statement "ALL OR NONE", bidder may submit a bid upon each, or all, or any selected number of categories, and in such case separate category shall be considered as a separate bid letting procedure, and the City of Minneapolis shall have the right to make separate awards to the lowest and best bidder in any particular category, or to the overall lowest and best bidder where it is found to be in the best interest of the City.

Bidder is responsible to ensure they are in receipt of all addenda. Contact the buyer if questions.

Visit the MN Department of Revenue website, Sales Tax Fact Sheet 176, for tax updates for Local Governments – Cities, Counties and Townships -

<http://www.revenue.state.mn.us/businesses/sut/factsheets/FS176.pdf>

If a lump sum bid for materials and/or equipment includes labor and all incidentals, the bidder is responsible for all applicable sales tax on taxable items required in the performance of the bid and should be included in the total amount bid.

Specification Information

Unless qualified by the provision "NO SUBSTITUTE", the use of the name of a manufacturer brand and/or catalog description in specifying any item does not restrict bidders to that manufacturer, brand or catalog description identification. This is used simply to indicate the character, quality, and/or performance equivalence of the commodity desired, but the commodity on which bids are submitted must be of such character, quality, and/or equivalence that it will serve the purpose for which it is to be used equally well as that specified, and be acceptable to the using department.

In submitting a bid on a commodity other than specified, bidder shall furnish complete data and identification with respect to the commodity he proposes to furnish. Consideration will be given to bids submitted on commodities to the extent that such action is deemed to serve the best interest of the department or boards of the City of Minneapolis.

If a Bidder does not indicate that the commodity he proposes to furnish is other than specified, it will be construed to mean that the bidder proposes to furnish the exact commodity as described.

Bids – City General Requirements

(Revised: March 2015)

The General Conditions are terms and conditions that the City expects all of its Contractors to meet. By submitting a bid, the bidder agrees to be bound by these requirements.

1 City's Rights

The City reserves the right to reject any or all Bids or parts of Bids, to accept part or all of Bids on the basis of considerations other than lowest cost, and to create a project of lesser or greater expense and reimbursement than described in the Call for Bid, or the respondent's reply based on the component prices submitted.

2 Equal Opportunity and Non-Discrimination

The Contractor will comply with applicable provisions of applicable federal, state and city regulations, statutes and ordinances pertaining to the civil rights and non-discrimination in the its application process for and hiring of employees, sub-contractors and suppliers. Among the city ordinances, state statutes and federal statutes to which the Contractor shall be subject to and comply with under the terms of this Contract include, without limitation: Minneapolis Code of Ordinances, Chapter 139; Minnesota Statutes, Section 181.59 and Chapter 363A; 42 U.S.C. Section 2000e, et. seq. (Title VII of the Civil Rights Act of 1964), 29 U.S.C. Sections 621-624 (the Age Discrimination Employment Act), 42 U.S.C. Sections 12101-12213 (Americans with Disabilities Act or ADA), 29 U.S.C. Section 206(d) (the Equal Pay Act), 8 U.S.C. Section 1324 (Immigration Reform and Control Act of 1986) and all regulations and policies and orders promulgated to enforce these laws. The Contractor shall have submitted and had an “affirmative action plan” approved by the City prior to entering into the Contract.

3 Insurance

Insurance secured by the Contractor shall be issued by insurance companies acceptable to the City and admitted in Minnesota. The insurance specified may be in a policy or policies of insurance, primary or excess. Such insurance shall be in force on the date of execution of the Contract and shall remain continuously in force for the duration of the Contract.

Acceptance of the insurance by the City shall not relieve, limit or decrease the liability of the Contractor. Any policy deductibles or retention shall be the responsibility of the Contractor. The Contractor shall control any special or unusual hazards and be responsible for any damages that result from those hazards. The City does not represent that the insurance requirements are sufficient to protect the Contractor's interest or provide adequate coverage. The City of Minneapolis shall be named as an Additional Insured. Evidence of coverage is to be provided on a Certificate of Insurance ACORD Form. A thirty (30) day written notice is required if the policy is canceled, not renewed or materially changed. The Contractor shall require any of its subcontractors, if sub-contracting is allowable under this Contract, to comply with these provisions.

Any Contractor that fails to provide proof of insurance coverage for the Contractor or that fails to provide either coverage for its subcontractors or insurance certificates from any of its subcontractors will be deemed to have submitted a non-responsive bid. The City's award of the Contract will be contingent upon the City's receipt of the required proof of insurance coverage.

The Contractor and its sub-contractors shall secure and maintain the following insurance:

- a) **Workers Compensation** insurance that meets the Minnesota statutory obligations with Coverage B- Employers Liability limits of at least \$100,000 each accident, \$500,000 disease - policy limit and \$100,000 disease each employee.
- b) **Commercial General Liability** insurance with limits of at least \$2,000,000 general aggregate, with coverage for products - completed operations, personal and advertising injury, fire damage and medical expense any one person. The policy shall be on an "occurrence" basis, shall include contractual liability coverage and the City shall be named an "Additional Insured." The coverage amount may be increased if the project amount is expected to exceed \$2,000,000 or involves potentially high risk activity.
- c) **Commercial Automobile Liability** insurance covering all owned, non-owned and hired automobiles with limits of at least \$1,000,000 per accident and the City shall be named an "Additional Insured."

4 Hold Harmless

The Contractor agrees to defend, indemnify and hold harmless the City, its officers and employees, from any liabilities, claims, damages, costs, judgments, and expenses, including reasonable attorney's fees, attributable to the negligent or otherwise wrongful acts or omissions of the Contractor, its employees, its agents, or employees of subcontractors, in the performance of the work or services provided by or through this Contract or by reason of the failure of the Contractor to fully perform, in any respect, any of its obligations under this Contract.

5 Subcontracting

The Contractor shall provide written notice to the City and obtain the City's authorization to subcontract any work or services to be provided to the City pursuant to this Contract. As required by Minnesota Statutes, Section 471.425, the Contractor shall pay all subcontractors for subcontractor's undisputed, completed work, within ten (10) days after the Contractor has received payment from the City.

6 Assignment or Transfer of Interest

The Contractor shall not assign any interest in the Contract, and shall not transfer any interest in the same either by assignment or novation without the prior written approval of the City. **The Contractor shall not subcontract any services or work under this Contract without prior written approval of the City Department Contract Manager designated herein.**

7 General Compliance

The Contractor agrees to comply with all applicable Federal, State and local laws and regulations affecting the Contract or governing funds provided under the Contract.

8 Performance Monitoring

The City will monitor the performance of the Contractor against goals and performance standards required herein. Substandard performance as determined by the City will constitute non-compliance with this Contract. If action to correct such substandard performance is not taken by the Contractor within a reasonable period of time to cure such substandard performance, after being notified by the City, Contract termination procedures will be initiated. All work submitted by Contractor shall be subject to the approval and acceptance by the City Department Contract Manager designated herein. The City Department Contract Manager designated herein shall review each portion of the work when certified as complete and submitted by the Contractor and shall inform the Contractor of any apparent deficiencies, defects, or incomplete work, at any stage of the project.

9 Prior Uncured Defaults

Pursuant to City Code of Ordinances, Section 18.115, the City may not contract with persons or entities that have defaulted under a previous contract or agreement with the City and have failed to cure the default.

10 Independent Contractor

Nothing contained in this Contract is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Contractor shall at all times remain an independent contractor with respect to the work and/or services to be performed under this Contract. Any and all employees of Contractor or other persons engaged in the performance of any work or services required by Contractor under this Contract shall be considered employees or sub-contractors of the Contractor only and not of the City; and any and all claims that might arise, including Worker's Compensation claims under the Worker's Compensation Act of the State of Minnesota or any other state, on behalf of said employees or other persons while so engaged in any of the work or services to be rendered or provided herein, shall be the sole obligation and responsibility of the Contractor.

11 Accounting Standards

The Contractor agrees to maintain the necessary source documentation and enforce sufficient internal controls as dictated by generally accepted accounting practices (GAAP) to properly account for expenses incurred under this Contract.

12 Retention of Records

The Contractor shall retain all records pertinent to expenditures incurred under this Contract in a legible form for a period of six years after the resolution of all audit findings. Records for non-expendable property acquired with funds under this Contract shall be retained for six years after final disposition of such property.

13 Data Practices

The Contractor agrees to comply with the Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13) and all other applicable state and federal laws relating to data privacy or confidentiality. The Contractor and any of the sub-contractors and suppliers retained by the Contractor to provide work or services under this Contract shall comply with the Act and be subject to penalties for non-compliance as though they were a "government entity."

The Contractor must immediately report to the City any requests from third parties for information relating to this Contract. The City agrees to promptly respond to inquiries from the Contractor concerning data requests. The Contractor agrees to hold the City, its officers, and employees harmless from any claims resulting from the Contractor's unlawful disclosure or use of data protected under state and federal laws.

All Bids shall be treated as non-public information until the Bids are opened for review by the City. At that time, the names of the responders become public data. All other data is private or non-public until the City has completed negotiating the Contract with the selected Contractor. At that time, the Bids and their contents become public data under the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 and as such are open for public review.

14 Inspection of Records

Pursuant to Minnesota Statutes, Section 16C.05, all Contractor records with respect to any matters covered by this Contract shall be made available to the City and the State of Minnesota, Office of State Auditor or their designees, upon notice, at any time during normal business hours, as often as the City deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Contractor will comply with all State and local audit requirements.

15 Living Wage Ordinance

The Contractor may be required to comply with the "Minneapolis Living Wage and Responsible Public Spending Ordinance" Chapter 38 of the City's Code of Ordinances (the "Ordinance") (http://www.minneapolismn.gov/www/groups/public/@finance/documents/webcontent/convert_255695.pdf). Unless otherwise exempt from the ordinance as provided in Section 38.40 (c), any City contract for services valued at \$100,000 or more or any City financial assistance or subsidy valued at \$100,000 or more will be subject to the Ordinance's requirement that the Contractor and its sub-contractors pay their employees a "living wage" as defined and provided for in the Ordinance.

16 Applicable Law

The laws of the State of Minnesota shall govern all interpretations of this Contract, and the appropriate venue and jurisdiction for any litigation which may arise hereunder will be in those courts located within the County of Hennepin, State of Minnesota, regardless of the place of business, residence or incorporation of the Contractor.

17 Conflict and Priority

In the event that a conflict is found between provisions in this Contract and the Contractor's Bid, the provisions in the following rank order shall take precedence: 1) Contract including Bid specifications 2) Bid.

18 Travel

If travel by the Contractor is allowable and approved for this Contract, then Contractor travel expenses shall be reimbursed in accordance with the City's *Contractor Travel Reimbursement Conditions*, available from the City.

19 Billboard Advertising

City Code of Ordinance 544.120, prohibits the use of City and City-derived funds to pay for billboard advertising as a part of a City project or undertaking.

20 Conflict of Interest/Code of Ethics

Pursuant to Section 15.250 of the City's Code of Ordinances, both the City and the Contractor are required to comply with the City's Code of Ethics. Chapter 15 of the Code of Ordinances requires City officials and the Contractor to avoid any situation that may give rise to a "conflict of interest." A "conflict of interest" will arise if Contractor represents any other party or other client whose interests are adverse to the interests of the City.

As it applies to the Contractor, the City's Code of Ethics will also apply to the Contractor in its role as an "interested person" since Contractor has a direct financial interest in this Agreement. The City's Code of Ethics prevents "interested persons" from giving certain gifts to employees and elected officials.

21 Termination

The City may cancel this Contract for any reason without cause upon thirty (30) days written notice. Both the City and the contractor may terminate this Contract if either party fails to fulfill its obligations under the Contract in a proper and timely manner, or otherwise violates the terms of this Contract. The non-defaulting party shall have the right to terminate this Contract, if the default has not been cured after ten (10) days written notice or such other reasonable time period to cure the default, has been provided. If termination shall be without cause, the City shall pay Contractor all compensation earned to the date of termination. If the termination shall be for breach of this Contract by Contractor, the City shall pay Contractor all compensation earned prior to the date of termination minus any damages and costs incurred by the City as a result of the breach. If the Contract is canceled or terminated, all finished or unfinished documents, data, studies, surveys, maps, models, photographs, reports or other materials prepared by the Contractor under this Contract shall, at the option of the City, become the property of the City, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents or materials prior to the termination.

Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City as a result of any breach of this Contract by the Contractor. The City may, in such event, withhold payments due to the Contractor for the purpose of set-off until such time as the exact amount of damages due to the City is determined. The rights or remedies provided for herein shall not limit the City, in case of any default by the Contractor, from asserting any other right or remedy allowed by law, equity, or by statute. The Contractor has not waived any rights or defenses in seeking any amounts withheld by the City or any damages due the Contractor.

22 Ownership of Materials

All finished or unfinished documents, data, studies, surveys, maps, models, photographs, reports or other materials resulting from this Contract shall become the property of the City upon final approval of the final report or upon request by the City at any time before then. The City, at its own risk, may use, extend, or enlarge any document produced under this Contract without the consent, permission of, or further compensation to the Contractor.

23 Intellectual Property

Neither the City nor the Contractor anticipate that any intellectual property rights will be created as a result of this Contract. For the purpose of this Contract, “intellectual property” shall include all inventions, improvements, discoveries, processes, computer programs or similar intangible interests that either the City or Contractor develop as a result of the work or project undertaken which is the subject matter of and during the term of the Contract.

Each party acknowledges and agrees that each party is the sole and exclusive owner of all right, title, and interest in and to its services, products, software, source and object code, specifications, designs, techniques, concepts, improvements, discoveries and inventions including all intellectual property rights thereto, including without limitations any modifications, improvements, or derivative works thereof, created prior to, or independently, during the terms of this Contract. This contract does not affect the ownership of each party’s pre-existing, intellectual property. Each party further acknowledges that it acquires no rights under this Contract to the other party’s pre-existing intellectual property, other than any limited right explicitly granted in this Contract.

24 Equal Benefits Ordinance

Minneapolis Code of Ordinances, Section 18.200, relating to equal benefits for domestic partners, applies to each contractor and subcontractor with 21 or more employees that enters into a “contract”, as defined by the ordinance that exceeds \$100,000. The categories to which the ordinance applies are personal services; the sale or purchase of supplies, materials, equipment or the rental thereof; and the construction, alteration, repair or maintenance of personal property. The categories to which the ordinance does not apply include real property and development contracts.

Please be aware that if a “contract”, as defined by the ordinance, initially does not exceed \$100,000, but is later modified so the Contract does exceed \$100,000, the ordinance will then apply to the Contract. A complete text of the ordinance is available at:

http://www.minneapolismn.gov/www/groups/public/@finance/documents/webcontent/convert_261694.pdf.

It is the Contractor’s and subcontractor’s responsibility to review and understand the requirements and applicability of this ordinance.

25 Cardholder Data and Security Standards

Should the Contractor collect revenue on behalf of the City through the acceptance of credit cards offered by cardholders to pay for services offered under the terms of this Contract, then Contractor represents and acknowledges that the Contractor will comply with Payment Card Industry (PCI) regulatory standards including the Data Security Standards (DSS). Contractor represents that it will protect cardholder data. Contractor will be annually certified as a PCI compliant service provider and agrees to provide evidence of said certification to the City upon request. Contractor agrees at reasonable times to provide to the City or to its assigns, the audit rights contained herein for all physical locations, systems or networks that process credit cards on behalf of the City. Contractor also agrees to provide written notice to the City of any breach of a system owned, operated or maintained by the Contractor that contains cardholder data or information.

26 Small & Underutilized Business Program (SUBP)

See attached current Small & Underutilized Business Program (SUBP) Requirements incorporated herein by reference.

27 City Ownership and Use of Data

The City has adopted an Open Data Policy (“Policy”). The City owns all “Data Sets” as part of the compliance with the Policy. Data Sets means statistical or factual information: (a) contained in structural data sets; and (b) that is regularly created or maintained by or on behalf of the City or a City department which supports or contributes to the delivery of the project underlying this Contract or related programs and functions. The City shall not only retain ownership of all Data Sets, but also all information created through the City’s use of software and/or software applications that are licensed by the Contractor (or any subcontractor of the Contractor) to the City

The City shall also retain the right to publish all data, information and Data Sets independently of this Contract regardless of whether the data and information originated from the Contractor or any subcontractor, using whatever means the City deems appropriate. The City shall have the right to access all project data, regardless of which party created the content and for whatever purpose it was created. The Contractor shall provide bulk extracts of data that satisfy the public release criteria for use in and within an open data solution.

28 Responsible Contractor Requirement

The Contractor represents that it is a “responsible contractor.” The term “responsible contractor” as used in this document means a contractor as defined in Minnesota Statutes, Section 16C.285 subdivision 3. Any prime contractor or subcontractor that does not meet the minimum criteria in Section 16C.285 subdivision 3 or fails to verify that it meets those criteria is not a responsible contractor and is not eligible to be awarded a construction contract for the scope of work described in the bid documents. A false statement under oath verifying compliance with any of the minimum criteria shall render the prime contractor or subcontractor that makes the false statement ineligible to be awarded a construction contract for the scope of work defined in the bid documents and may result in the termination of a contract awarded to a prime contractor or subcontractor that submits the false statement. A prime contractor shall submit to the City, upon request, copies of the signed verifications of compliance from all subcontractors of any tier pursuant to Minnesota Statutes, Section 16C.285, subdivision 3, clause (7).

Notice of Civil Rights Rules and Regulations

This notice advises City of Minneapolis contractors of their commitments under Minneapolis Code of Ordinances section 139.50. All contractors must comply with all provisions of Minneapolis Code of Ordinances Title 7 and with all rules and regulations issued by the Minneapolis Department of Civil Rights (“MDCR”) director. Contractors will be subject to a pre-award compliance review. Failure to cooperate may result in denial of contract award.

1. **Non-Discrimination:**¹ The contractor will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, national origin, sex, sexual orientation, gender identity, disability, age (forty (40) to seventy (70)), marital status, or status with regard to public assistance. The contractor will take affirmative action to ensure that all employment practices are free of such discrimination. Such employment practices include but are not limited to the following: Hiring, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
2. **Equal Employment Opportunity/Affirmative Action Employer:** The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that it is an equal opportunity or affirmative action employer.
3. **Affirmative Action Plan:** The contractor must have an Affirmative Action Plan approved by MDCR before it may enter into a contract over \$50,000 with the City.
4. **Small and Underutilized Business Program (SUBP):** When applicable, the contractor must comply with the SUBP program, including, but not limited to, making a good faith effort to meet the Minority-Owned Business Enterprises and Women-Owned Business Enterprises goals established on City construction and development projects.
5. **Employment Goals:**² The contractor must make a good faith effort to meet the City’s aspirational construction workforce goals of **6%** female participation and **32%** minority participation.
6. **Prevailing Wage:**³ When applicable, the contractor must comply with prevailing wage laws on City construction and development projects.
7. **HUD Section 3:**⁴ When applicable, the contractor must comply with Section 3 of the Housing and Urban Development Act of 1968, as amended. Contractors must incorporate the Section 3 Clause into all subcontracts and to the greatest extent feasible, ensure that employment and other economic activities be directed to low income persons.
8. **Posting Requirement:** The contractor must provide this notice to its trade and labor union or representative of workers and shall post the notice in conspicuous places available to employees and applicants for employment.

¹ Acts of discrimination are defined in the Minneapolis Code of Ordinances, Chapter 139.

² See Request for City Council Committee Action, Adopted March 21, 2012; incorporated into section 139.50 as a rule issued by the MDCR director.

³ See Minneapolis Code of Ordinances section 24.220, CPED Prevailing Wage Policy (adopted by City Council June 8, 2004), and Davis-Bacon and Related Acts; enforcement authority has been delegated to MDCR.

⁴ See 24 CFR Section 135.38; enforcement authority has been delegated to MDCR.

For a copy of the latest Prevailing Wage Rates - visit the Federal Website:

<http://www.wdol.gov/dba.aspx>

**Use the Rates for State of Minnesota - Hennepin County
Building
Highway**

PREVAILING WAGE CERTIFICATE

SUBMIT WITH ORIGINAL COPY OF YOUR BID

Laborers and Mechanics shall be paid according to the Contracts for Public Works Ordinance, Minneapolis Code of Ordinances, Chapter 24, Section 24.200 through 24.260, as amended, and the minimum wage rates and fringe benefits paid to the various classes shall be as determined by the Secretary of Labor of the United States, for work in the City, subject to and upon compliance with all requirements provided in the Rules of the Office of the Secretary of Labor of the United States. Apprentices may be paid less than the predetermined wage rate for the work performed. Apprentices must participate in a registered apprenticeship program (See 29 CFR, Parts 5 and 29). In addition to the certificates and other evidences of compliance which are required under these specifications and under Minneapolis Code of Ordinances, Section 24.240, it shall be required that the person or company representative submitting a bid for this contract shall certify in writing that both she/he/it and their Subcontractors shall comply with the wage and labor standard provision of Minneapolis Code of Ordinances, Section 24.200 through 24.260 as amended. Failure to comply with this ordinance shall mean the City may, by written notice to the Contractor, terminate the Contractor's right to proceed with the work and the Contractor and his Sureties shall be liable to the City for any excess cost occasioned to the City for the completion of the work.

By submitting this bid, it is understood and agreed that if it is accepted, in whole or in part, by the City of Minneapolis or Board, as designated, that any work done by the Contractor or by the Contractor's agent or Subcontractor under a contract with the City of Minneapolis or Board as designated shall be done in conformity with provisions of Minneapolis Code of Ordinances, Chapter 24, Section 24.200 through 24.260, or, if applicable Park Board Code of Ordinances, Chapter 6, Section PB 6-1 through PB 6-5. Specifically, it is agreed that payment of wages to employees or agents of the Contractor or any Subcontractor shall be no less than the amounts set forth in the current U.S. Department of Labor, General Wage Decision for the State of Minnesota - Hennepin County.

SIGNATURE

Company Name

BY SUBMITTING YOUR BID AND SIGNING THE BID FORM, YOU ARE AGREEING TO ALL OF THE ABOVE

RETURN THIS FORM WITH YOUR BID



**North Minneapolis Demonstration Greenway
Proposed Installation, Maintenance, and De-installation Plan
March 18, 2016**

- I. BACKGROUND AND PURPOSE OF THIS BID
 - A. The purpose of this performance based bid contract is to provide installation, maintenance, and de-installation of the North Minneapolis Demonstration Greenway along Irving Avenue North per the specifications set forth herein. A temporary greenway (paint and materials on top of existing streets) is to be installed the five blocks of Irving Avenue North between Folwell and Jordan parks to provide residents and the City an idea of how a permanent greenway might work in this space.
 - B. Installation, Maintenance, and De-Installation Period: June 1st, 2016 to May 31st, 2017.
 - C. Installation, Maintenance, and De-Installation is one of four bid packages related to the North Minneapolis Demonstration Greenway. Other bid packages include:
 - i. Signage Installation & Removal
 - ii. Pavement Striping and Marking
 - iii. Snow Removal
 - D. Coordination of scheduling and other elements may be required with Contractors of other Bid Packages. Project Manager will facilitate coordination between Contractors as necessary.
 - E. DEFINITIONS
 - i. Owner shall refer to the City or the City of Minneapolis
Primary Contact:
Bill Fellows, P.E. Senior Professional Engineer
City of Minneapolis Public Works
309 2nd Ave S – Room 300, Minneapolis, MN 55401-2268
E: bill.fellows@minneapolismn.gov P: 612 673-5661
 - ii. Project Manager shall refer to WHR Ecological
Primary Contact:
Carrie Christensen, Owner
WHR Ecological
2521 27th Ave S, Minneapolis, MN 55406
E: carrie@whr.mn P: 612-250-1320
 - iii. Contractor in these provisions shall include the prime Contractor, subcontractor, agent, or other person doing or contracting to do all or part of



the work under this contract.

- F. The City of Minneapolis will continue to provide regular and routine maintenance of City infrastructure during the demonstration period. This includes one seasonal leaf removal along the same single lane. All other maintenance is to be provided via this Operations and Maintenance Plan and shall include but is not limited to the following:

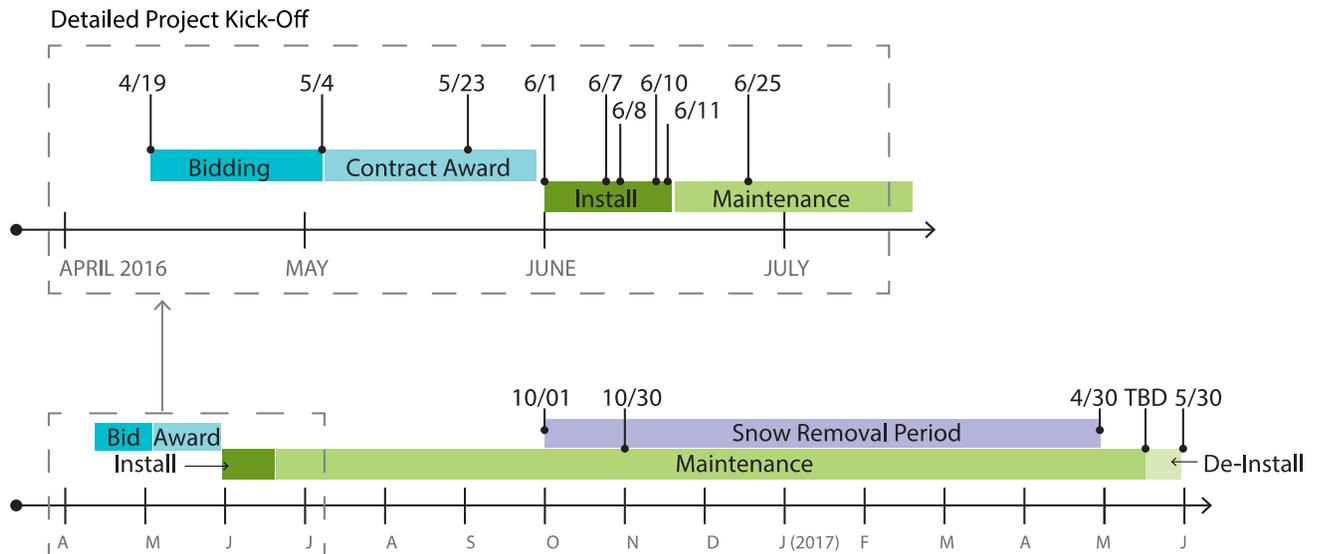
II. SCOPE OF WORK

- A. The work to be done shall include labor, materials, equipment, incidentals, tools, services, supplies, methods, operations, skills in such quantities as may be necessary to provide streetscape installation of site elements and furnishings, maintenance, and de-installation services as specified below and as described herein. Site elements and furnishings to be provided by the City unless otherwise indicated. All anchors and attachments to be provided by Contractor.

- B. Refer to attached Materials Package for Site Elements and Furnishings descriptions.

- C. Proposed project schedule is represented in the following diagram and dates:

PROJECT SCHEDULE:



- 4/19: Project Opens For Bid
- 4/29: 4:00pm Deadline to Submit Questions



- 5/4: Bid Opening, Contract Awarding Process Begins
- 5/23: Pre-Construction Meeting
- 6/01: Installation Begins
 - 6/01-6/6: Signage Installation (Signage Contractor)
 - 6/01-6/6: Jersey Barriers, Street Closure & Traffic Elements (Project Manager & Install Contractor)
 - 6/01-6/10: Pavement Markings Installation (Public Works)
- 6/07 & 6/08: Site elements and furnishings assembly event (by Others)
- 6/10: Installation of All Site Furnishings & Elements Complete (Install Contractor)
 - Maintenance Period Begins Following Install Completion (Install Contractor)
- 6/11: Greenway Kick-off & Paint-the-Pavement (by Others)
- 10/01: Snow Removal Period Begins (ends 4/30/17) (Snow Removal Contractor)
- TBD- on or around 10/30: Site Winterization (Installation Contractor)
- TBD: De-installation Begins (Signage & Install Contractor)
- 5/30: De-installation Complete (Signage & Install Contractor)

III. INSTALLATION

A. Installation Preparation:

- i. Installation to occur after the City routine spring street cleaning.
- ii. Transport materials from the City of Minneapolis Hiawatha Maintenance Facility to the project site and install. This includes all elements that have been purchased by the City for the project as outlined in the Project Materials Package.
 - a. Installation of some site elements and furnishings requires prior assembly. Assembly shall be provided by others at volunteer event. See project schedule & Materials Package.
 - b. Department of Public Works Hiawatha Maintenance Facility location:
1901 E 26th St
Minneapolis, MN 55404
- iii. Transport up to 20 stumps and one 8' diameter metal planter from the City of Minneapolis Park Board Northside Service Center (located on the north side of 45th Ave. N between Victory Memorial Drive and the railroad tracks) to the project site and install according to the Plans.
- iv. Coordinate with Project Manager for scheduled delivery of the following site elements and furnishings. Project Manager will handle contact with delivery providers (by others) and payment for transportation.



- a. Landscape Boulders (placement to be coordinated with PM)
 - b. Planter Fill Material (soil & straw)
 - c. Planter Plant Material
 - d. 2x8 Play Area Edging
 - e. Metal Corrals
- v. Jersey barrier materials, mobilization, and placement to be provided by others. Contractor to coordinate with Project Manager for delivery.
- B. Installation:
- i. Installation shall include locating elements and furnishings as shown on the plan and securing items in place.
 - a. All site furnishing items less than 300 lbs shall be secured to pavement per manufacturer recommendations unless otherwise indicated. Pavement anchor to be specified and provided by Contractor.
 - b. All site furnishings and elements are to be located outside of gutter pan as shown and shall not obstruct stormwater flow.
 - ii. Site furnishings and elements to be installed and anchored include:
 - a. All benches and seating elements (17 total)
 - i. Assembled by others on/near site. Secured to pavement by Contractor.
 - b. All picnic tables (6 total)
 - i. Assembled by others on/near site. Secured to pavement by Contractor.
 - c. Hammocks with stands (2 total)
 - i. Assembled by others on/near site. Secured to pavement by Contractor.
 - d. 100-gallon galvanized trough planters (empty) (50 total)
 - i. Fill material and delivery coordination provided by Project Manager. Installation of fill material in planters to be provided by Contractor.
 - 1. Planter fill to consist of layer of heavyweight base material (3-string straw bale) to prevent moveability. Base material shall be topped with 8-12" planting soil.
 - 2. Weight of fill material shall negate need for pavement anchors.
 - ii. Plant material and delivery coordination to be provided by Project Manager. Installation of plant materials in all planters to be provided by Contractor, in accordance with planter designs provided by Project Manager.
 - e. Large 8' Diameter Galvanized Planter (1 total)
 - i. Fill material and delivery coordination provided by Project



Manager. Installation of fill material in planters to be provided by Contractor.

1. Planter fill to consist of 18-24" planting soil.
 2. Weight of fill material shall negate need for pavement anchors.
 - ii. Plant material and delivery coordination to be provided by Project Manager. Installation of plant materials in all planters to be provided by Contractor, in accordance with planter designs provided by Project Manager.
 - f. One tetherball station
 - i. Assembled by others on/near site. Contractor shall anchor base and fill with sand to prevent moveability.
 - g. Artist-designed public message boards
 - i. Coordination with Project Manager and artists to determine anchoring requirements of public message boards.
 - h. 2x8 wooden play area edging (115 linear feet)
 - i. Assembly and anchors to be provided by Contractor.
 - ii. To be transported to site by Project Manager
 - i. Play area wood chip mulch (13 cubic yards)
 - i. Mulch material and delivery coordination provided by Project Manager. Installation of mulch to be provided by Contractor.
 - j. Little Free Library (One total)
 - i. Installation of element in boulevard to be provided by Contractor.
 - k. Play area logs (Up to 20)
 - i. Contract shall affix logs to 2x12 (provided by Contractor) and anchor 2x12 to street.
 - ii. Placement of logs on 2x12 to be determined in collaboration with Project Manager
 - l. Corral barriers (12)
 - i. Delivery coordination to be provided by Project Manager. Installation of corral barriers to be provided by Contractor.
 - m. Tree-trunk light wraps (80 total)
 - i. Contractor to wrap tree trunks with 2 strings of lights on trees greater than 3" DBH. Locations to be verified by PM in field. Place solar panel charger beneath tree to receive sufficient charging light.
- iii. Access to all utilities and manhole covers shall be maintained without obstruction throughout the duration of the contract.

IV. MAINTENANCE

A. Fall Clean-Up/Winterization



- i. Contractor should conduct a Fall clean-up and Winterization in accordance with the following provisions:
 - a. Leaf blowing & debris removal
 - i. Contractor shall maintain all sidewalk surfaces, curbs and gutters free of leaves, debris, and sand within the project limits.
 - ii. Contractor shall pick up and remove litter, debris and leaves in and around all site elements and furnishings, traffic and street light poles, utility service cabinets, trees and tree grates, and bus stop benches.
 - iii. Contractor shall collect and properly dispose of all litter and debris.
 - b. Removable bollards to be removed in winter for plowing access
 - c. Install snowplow markers at all corners of mulched play area to indicate snow plow path
 - d. On or around November 1, or as directed by Project Manager, Contractor shall be directed to prepare all planters for winter seasonal plantings.
 - i. Contractor is responsible for removal of all dead plant material and litter and debris removal. Coordinate with Project Manager to verify if any elements should not be removed from the planters.
 - ii. Decorative winter plant material to be provided and installed by others as part of volunteer event coordinated by Project Manager, City, & others.

B. Weekly Maintenance

- i. Contractor shall provide weekly maintenance site visits to monitor and maintain Greenway site elements and furnishings and Greenway function. Contractor shall prepare weekly Field Reporting of all maintenance. See Field Reporting section for more details.
- ii. Ongoing Litter and Debris Management
 - a. Contractor shall manage litter and debris removal in accordance with the following provisions:
 - i. Contractor shall manage all areas of full greenway, half and half, chicanes, sidewalk surfaces, curbs and gutter and areas inaccessible by City street sweeping services to be free of debris, leaves, and garbage within the project limits. The litter and debris removal limits shall extend to right of way including boulevards and sidewalks along Greenway blocks
 - 1. Leaf litter shall be disposed of according to City regulations and shall not be combined in bags with trash collection.



2. Regular Trash Receptacle Servicing to be provided by City waste collection services.
- iii. Weed whip around any elements installed in the boulevard including the Little Library.
 - a. Regular boulevard mowing remains responsibility of property owners.
- iv. Replenish woodchip mulch as needed to maintain a minimum 6" depth within the play area. Sweep up and replace mulch around play area on a regular basis.
- v. Inspection extents of site for damage or vandalism.
- vi. Planter Watering
 - a. City shall furnish water and water meter to Contractor from municipal fire hydrant located within or near the Demonstration site.
 - b. Contractor shall provide all hoses, attachments, tanks, and equipment as needed to distribute water to area of planters in need of watering.
 - c. Contractor shall water all planters as needed to supplement rainfall to achieve the equivalent of 1" water per week throughout growing season, May 1 – October 30th unless otherwise specified by Project Manager.
- vii. Graffiti and Snipe Advertising Removal
 - a. Contractor shall maintain Site elements and furnishings within the specified service areas free from graffiti and snipe advertising as described below. This may include, but is not limited to, site elements and furnishings, trash receptacles, traffic control barriers, delineators, signage, traffic signal control boxes and poles, and electrical service cabinets located within the public right of way.
 - b. Method of removal may include hand removal, chemical treatment, covering with matching paint and/or power washing depending on type and location of the graffiti or snipe advertisement as follows:
 - i. Graffiti that can be removed with chemical treatment or pressure-washing without damaging, staining or resulting in visual remnant should be removed using this method.
 - ii. Graffiti that cannot be removed with chemical treatment or pressure-washing without damaging, staining or resulting in visual remnant on painted surfaces should be covered with matching paint.
 - iii. Graffiti on service cabinets or jersey barriers wrapped in vinyl graphic material shall be removed in accordance with the vinyl graphic material manufacturer's specifications which may be found at:



multimedia.3m.com/mws/media/986574O/instruction-bulletin-6-5.pdf

- C. Damaged Site Elements & Furnishings Repair, Removal and Replacement
 - i. Contractor shall notify Project Manager of damaged items within 24hrs of discovery. Confirm with Project Manager prior to removal of any elements, excluding guide posts & flexible delineators. Contractor shall document any and all damage, removals, and replacements (if required) in weekly field reports.
 - ii. Damaged Site Elements & Furnishings Repair and Replacement
 - a. Contractor may be directed to repair, remove, or install replacement Site elements & furnishings as needed. Replacement furnishings to be provided by others. Contractor shall responsible for transporting and installing replacement fixture elements in manner similar to original installation. Where necessary, Contractor shall properly dispose of any unneeded fixtures (whole or in parts).
 - iii. Damaged Site Element & Furnishings Removal
 - a. Contractor shall remove non-functional lighting strings on tree-trunk wraps.
 - b. Only severely damaged Guide-Posts, Flexible Stakes, and City Post bollards shall be removed during the demonstration project. These elements will not be replaced. Guide-Posts, Flexible Delineators, and City Post bollards shall be monitored for durability throughout the demonstration project.

V. DEINSTALLATION

- A. On or before May 31st, or as directed by Project Manager, Contractor shall remove site elements and furnishings and prepare site as herein described. Site elements and furnishings shall be de-installed and transported back to original City & Park Board storage facilities unless directed otherwise by Project Manager.
- B. Site Elements & Furnishings De-installation
 - i. Remove pavement anchors and repair asphalt/concrete holes where anchors were installed.
 - ii. Site elements & furnishings to be de-installed include:
 - a. All benches and seating elements
 - b. All picnic tables
 - c. All hammocks
 - d. 100-gallon galvanized metal planters and large 8' diameter galvanized metal planter



Equipment shall be adjustable to reduce water flow rate and rinsing pressure as required for controlled cleaning of more sensitive surfaces. The equipment shall be portable and have the ability to maneuver easily around fixed objects. Pressure washing shall be intensive enough to remove surface dirt and grime without damaging the surface itself. For sidewalk surfaces, complete removal of gum is not required.

- ii. Contractor shall provide pressure-washing of all pavement markings and paint the pavement to remove water-based latex paint from street surface.
- iii. Contractor shall provide pressure-washing of all jersey barriers following vinyl removal to clean surface. Pressure washing shall be coordinated prior to removal of jersey barriers from site by others.

D. De-installation Transportation:

- i. Site elements & furnishings shall be transported back to original City & Park Board storage facilities unless directed otherwise by Project Manager.
- ii. Metal corrals shall be transported to City of Minneapolis Linden Yards storage facility
 - a. The Linden Yards site occupies approximately 23 acres in the Bassett Creek Valley (BCV) area immediately west of downtown Minneapolis, located between Highway 394 and the Cedar Lake Bike Trail to the south, and the Burlington Northern Rail lines to the north
- iii. 2x8 play area edging shall be transported with other site elements and furnishings to Hiawatha Maintenance Facility.
- iv. Coordinate with Project Manager for removal of the landscape boulders back to Historic Stone Company. Removal & transportation provided by others.
- v. Coordinate with Project Manager for removal of jersey barriers. Removal & transportation provided by others.
- vi. Transport large 8' diameter metal planter to the Minneapolis Park Board

VI. HOURLY RATE FOR ADDITIONAL SERVICES

- A. Contractor may be directed to provide additional miscellaneous maintenance and landscape services on an hourly basis including, but not limited to, installation, de-installation, removal, replacement, transport of materials, and other types of services related to the scope of the Greenway Demonstration project. If requested, Contractor shall provide in advance an estimate of the hours required for a service item or project.

VII. FIELD REPORTING

- A. Contractor shall maintain detailed records of all services performed in accordance with the following provisions and submit weekly field reports on a monthly basis to Project Manager.
- B. Installation Reporting
 - i. Contract shall submit detailed report of installation activity.
 - i. Dates of installation service and corresponding activities by day.



- ii. Report total quantity of bags of trash removed during clean-ups.
 - iii. Report total number of pavement anchors installed.
 - iv. Report number of total hours spent on installation.
 - v. Report name of persons on site performing installation and their role/tasks by company (if subcontracted).
 - vi. Provide summary of field verifications required during installation
 - vii. Provide photos of installed site elements and furnishings
- C. Weekly Maintenance Reporting
- i. Contractor shall use attached template for weekly maintenance reporting.
 - ii. Report dates of service & observation
 - iii. Report Litter and Debris Maintenance
 - a. Total quantity of bags of trash removed during sidewalk litter removal services and from trash receptacles if applicable.
 - iv. Report Damaged Site Elements and Furnishings
 - a. Provide description of damaged element, location, quantity, and probable cause
 - a. Before and after images of damage & removal/replacement if necessary.
 - v. Planter Maintenance
 - a. Provided watering and weeding services
 - b. Before and after images at time of plantings and winterizing.
 - vi. Mulch Replenishment
 - b. Volume of mulch installed
 - vii. Graffiti Abatement
 - c. Item & Location (by street address)
 - d. Dates and duration of services.
 - e. Number of incidents of graffiti removed.
 - f. Before and after images.
 - viii. Additional field notes and observations as necessary
 - ix. Additional photos as necessary
- D. Fall Clean-up/Winterization Reporting:
- i. Contractor shall use attached template for weekly maintenance reporting and use additional field notes to report summary of activities required by fall clean-up/winterization.
- E. De-installation:
- i. Contract shall submit detailed report of de-installation activity.
 - ii. Dates of installation service and corresponding activities by day.
 - iii. Report total quantity of bags of trash removed during clean-up.
 - iv. Provide report on total number of anchors removed and pavement repairs.
 - v. Report number of hours spent on de-installation.



- vi. Provide photos of de-installed site furnishings and elements.

F. Additional Services

- i. Report description and duration of services.
- ii. Report dates of service.
- iii. Provide before and after images if applicable.

VIII. SERVICE COORDINATION

- A. Work shall require coordination with the City of Minneapolis Public Works Department, Minneapolis Health Department, and Project Manager. Service coordination meetings shall include weekly meetings through the installation and de-installation and up to three as-needed meetings during the maintenance period. Meetings and periodic discussions between the City, Project Manager, and Contractor shall be considered incidental to this Contract and no additional compensation shall be provided.

IX. JOB CONDITIONS

- A. All bidders are expected to visit the site of the work and inform themselves as to existing conditions. Failure to do so shall in no way relieve the successful bidder from the necessity of furnishing all equipment and materials and performing all work required for completion of the contract in accordance with the plans and specifications. No allowance will be made for failure of a bidder to estimate correctly the cost and the difficulties attending performance. Bidder is expected to base his bid on materials and equipment complying fully with the plans and specifications, and in event he names in his bid materials and equipment which do not conform, he will be responsible for furnishing materials and equipment which fully conform at no change in the bid price.

X. ACCESS TO SITE

- A. Contractor shall have use of the project site for operations being that all work takes place in the public right-of-way. Contractor shall maintain full access to all utility poles, manholes, and residences. Contractor shall be responsible for securing all City required right of way permits via www.minneapolis.mn.roway.net. Traffic control measures may be necessary and it shall be the responsibility of the Contractor to determine and implement any such measures.

XI. DISPOSAL OF WASTE MATERIAL

- A. On request, Contractor shall provide documentation that all waste material is disposed of properly.

XII. INSTRUCTIONS TO BIDDERS:

- A. Mobilization shall include installation preparation; transportation; and any incidental labor or materials including but not limited to project management, reporting, and meetings.



- B. Line items for site elements and furnishings shall include cost for: pavement anchors as necessary; installation, maintenance, and de-install labor; pavement repair; and any incidental labor or materials including but not limited to project management, as reporting, and meetings.
- C. Demobilization shall include de-installation preparation; transportation; and any incidental labor or materials including but not limited to project management, reporting, and meetings.

BID PACKAGE: INSTALLATION, MAINTENANCE, & DE-INSTALLATION BID FORM

No.	Item Description	Unit	Estimated Quantity	Unit Price	Extension
1	Mobilization	LS	1	\$	\$
2	A01 Benches	EA	17	\$	\$
3	A03 Hammocks	EA	2	\$	\$
4	A04 100 Gal Galvanized Trough Planters	EA	50	\$	\$
5	A05 Tetherball Station	EA	1	\$	\$
6	A05 Tables	EA	5	\$	\$
7	A08 Woodchip Mulch	CY	13	\$	\$
8	A09 2x8 Play Area Edging	LF	112	\$	\$
9	A10 Information Kiosk	EA	2	\$	\$
10	A11 Little Free Library	EA	1	\$	\$
11	A13 Flexible Delineators	EA	36	\$	\$
12	A14 CityPost Bollards	EA	2	\$	\$
13	A15 Snow Plow Delineator Stakes	EA		\$	\$
14	A16 Surface Mounted Guide Posts	EA	110	\$	\$
15	A24 Tree Wrap Solar Lights	EA	80	\$	\$
16	B01 Play Area Logs	EA	18	\$	\$
16	B04 Corral Barriers	EA	12	\$	\$
17	B05 8' Dia Galvanized Planter	EA	1	\$	\$
18	B07 Boulders	EA	8	\$	\$
19	Fall Prep/ Winterization	LS	1	\$	\$
20	Final Clean Up	LS	1	\$	\$
21	Demobilization	LS	1	\$	\$
22	Hourly Rate for Additional Services	HR	1	\$	\$
				TOTAL BID	\$



NORTH MINNEAPOLIS GREENWAY

MARCH 18, 2016

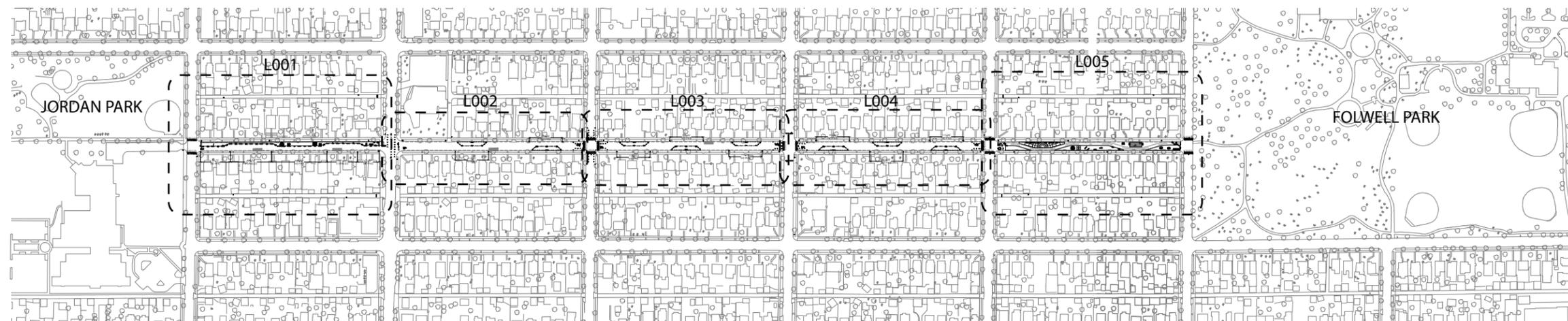
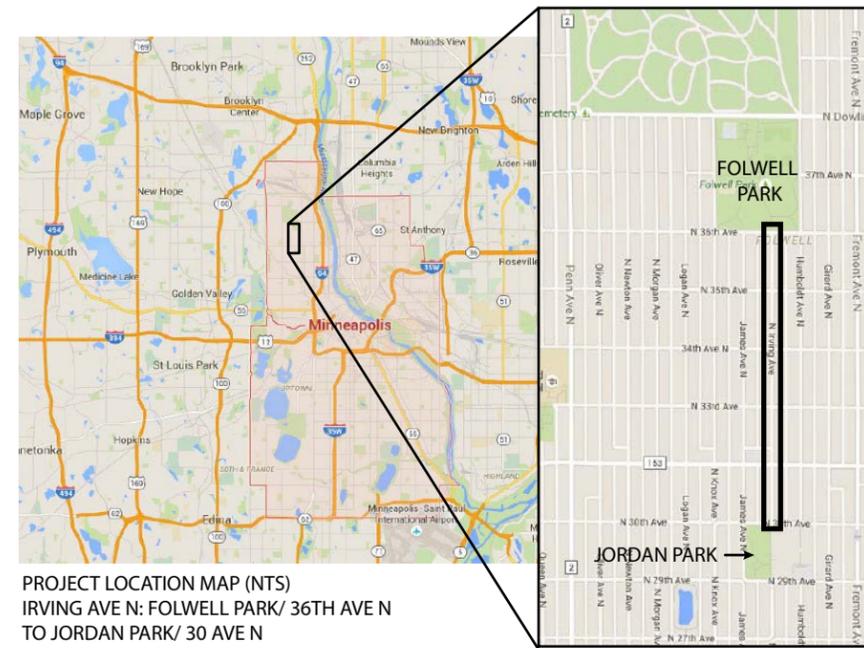
GENERAL NOTES:

1. AFFIX SIGNAGE TO EXISTING POLES WHEREVER POSSIBLE. COORDINATE WITH PROJECT MANAGER TO CONFIRM LOCATION PRIOR TO INSTALLATION. FIELD VERIFY ALL LOCATIONS.
2. SEE SPECIFICATIONS AND MATERIALS FOR ALL RECOMMENDED PRODUCTS.
3. ALL PLANTER FILL TO CONSIST OF STRAW AND SOIL TO PREVENT MOVEABILITY. STRAW BASE MATERIAL SHALL BE TOPPED WITH 8-12" PLANTING SOIL.
4. MINIMUM 15' CLEARANCE REQUIRED FOR EMERGENCY VEHICLE ACCESS. SEE PLANS FOR LOCATIONS.
5. ALL SITE FURNISHINGS & PAVEMENT COATINGS ARE TO BE LOCATED OUTSIDE OF GUTTER PAN AS SHOWN AND SHALL NOT OBSTRUCT STORMWATER FLOW.
6. CITY POST REMOVABLE BOLLARDS TO BE REMOVED IN WINTER FOR PLOWING ACCESS
7. ALL TRAFFIC CONTROL POSTS SHALL BE SURFACE-MOUNT GUIDE POSTS INSTALLED AT 8'-10' O.C. (CLASSIC SAFE-HITS) UNLESS INDICATED OTHERWISE.
8. ALL SITE FURNISHING ITEMS LESS THAN 300LBS TO BE MOUNTED INTO PAVEMENT PER MANUFACTURER RECOMMENDATIONS UNLESS INDICATED OTHERWISE. ANCHOR MUST FULLY STABILIZE AND SECURE SITE ELEMENTS.
9. ALL SITE FURNISHINGS AND ELEMENTS ARE TO BE PROVIDED BY OTHERS. SEE SITE ELEMENTS ESTIMATED QUANTITIES SCHEDULE. ANCHOR TO BE PROVIDED AND SPECIFIED BY CONTRACTOR.
10. PLANTING MATERIAL FOR ALL PLANTERS IN SUMMER AND FOR WINTERIZATION TO BE PROVIDED BY PROJECT MANAGER AND COORDINATED WITH PROJECT

MANAGER IN FIELD.

11. ACCESS TO ALL UTILITIES & MANHOLE COVERS TO BE MAINTAINED THROUGH DEMONSTRATION PROJECT.
12. ALL STRIPING AND MARKINGS TO CONFORM WITH MINNEAPOLIS CITY STANDARDS AND MN MMUTCD STANDARDS.
13. ARRANGE FOR UTILITY LOCATES PRIOR TO ANY GROUND, SURFACE OR SOIL DISTURBANCE.
14. SIGNAGE AND STRIPING PLAN SET ARE SHOWN SEPARATELY FROM GENERAL PLAN SHEETS FOR CLARITY. CROSS REFERENCE ALL DRAWING SHEETS FOR ALL INSTALLATION.
12. ACCESS TO ALL UTILITIES, CATCH BASINS & MANHOLE COVERS TO BE MAINTAINED THROUGHOUT DEMONSTRATION PROJECT.
13. TREE TRUNK LIGHTING WRAP LOCATIONS TO BE VERIFIED IN FIELD BY PROJECT MANAGER AND SHALL NOT BE INSTALLED ON TREES LESS 3" DBH TO PREVENT DAMAGE TO YOUNG TREES.

SHEET INDEX	
SHEET NUMBER	SHEET NAME
G001	COVER SHEET
G002	LEGENDS & SCHEDULES
L001	SITE LAYOUT: JORDAN PARK TO LOWRY AVE
L002	SITE LAYOUT: LOWRY AVE TO 33RD AVE N
L003	SITE LAYOUT: 33RD AVE N TO 34TH AVE N
L004	SITE LAYOUT: 34TH AVE N TO 35 AVE N
L005	SITE LAYOUT: 35TH AVE N TO FOLWELL PARK
L101	SIGNAGE & PAVEMENT MARKINGS: JORDAN PARK TO LOWRY AVE
L102	SIGNAGE & PAVEMENT MARKINGS: LOWRY AVE TO 33RD AVE N
L103	SIGNAGE & PAVEMENT MARKINGS: 33RD AVE N TO 34TH AVE N
L104	SIGNAGE & PAVEMENT MARKINGS: 34TH AVE N TO 35 AVE N
L105	SIGNAGE & PAVEMENT MARKINGS: 35TH AVE N TO FOLWELL PARK



Irving Greenway Overall Plan



WHR Ecological
 2521 27th Ave S
 Minneapolis, MN 55406
 612.250.1320

City of Minneapolis
 Minneapolis Health Dept.
 250 S 4th St., 5th Floor
 Minneapolis, MN 55415
 612.673.3987

Juxtaposition Arts
 2007 Emerson Ave. N
 Minneapolis, MN 55411
 612.588.1148

The Street Plans Collaborative
 155 Water Street, FLR 2
 Brooklyn, NY 11201
 917.767.9850



15-022	Project Number
03.18.16	Issue Date
JMR	Author
CAC	Checker

**IRVING AVE
 GREENWAY
 DEMONSTRATION
 PROJECT**

G001

Drawings not for Construction

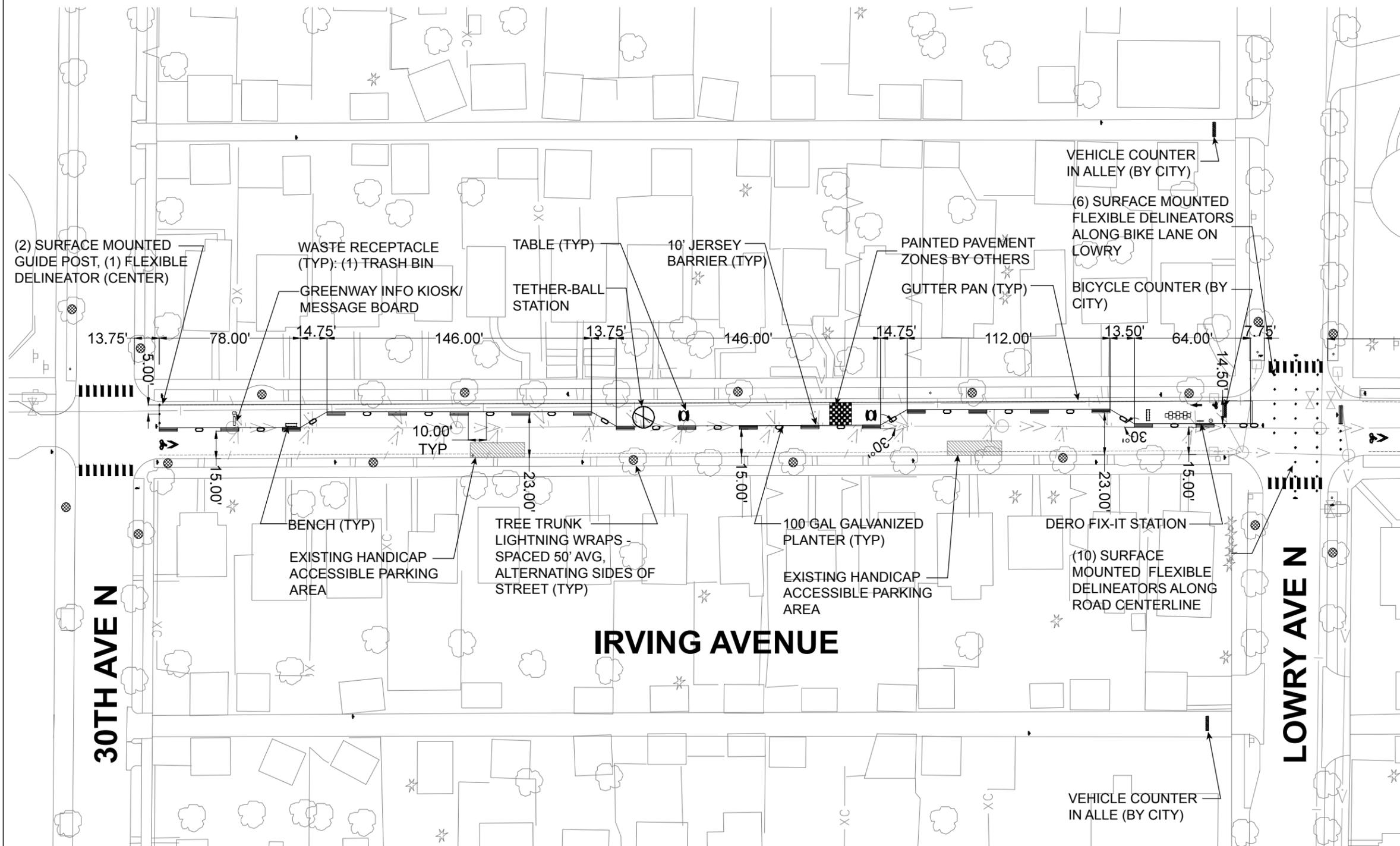


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NOTES:
 1. PAVEMENT MARKINGS & SIGNAGE NOT LABELED FOR CLARITY. SEE SIGNAGE & PAVEMENT MARKING PLANS FOR DETAIL.
 2. ACCESS TO ALL UTILITIES, CATCH BASINS & MANHOLE COVERS TO BE MAINTAINED THROUGH DEMONSTRATION PROJECT.
 3. MINIMUM 15' CLEARANCE REQUIRED FOR EMERGENCY VEHICLE ACCESS. SEE PLANS FOR LOCATIONS.
 4. PAINTED PAVEMENT ZONES (I.E. GAMES/ STENCILS, ETC) BY OTHERS AND TO BE COORDINATED WITH PROJECT MANAGER PRIOR TO INSTALLATION. SEE PAVEMENT MARKING & SIGNAGE PLANS.



15-022	Project Number
03.18.16	Issue Date
JMR	Author
CAC	Checker

**SITE LAYOUT:
 JORDAN PARK
 TO LOWRY AVE N
 L001**

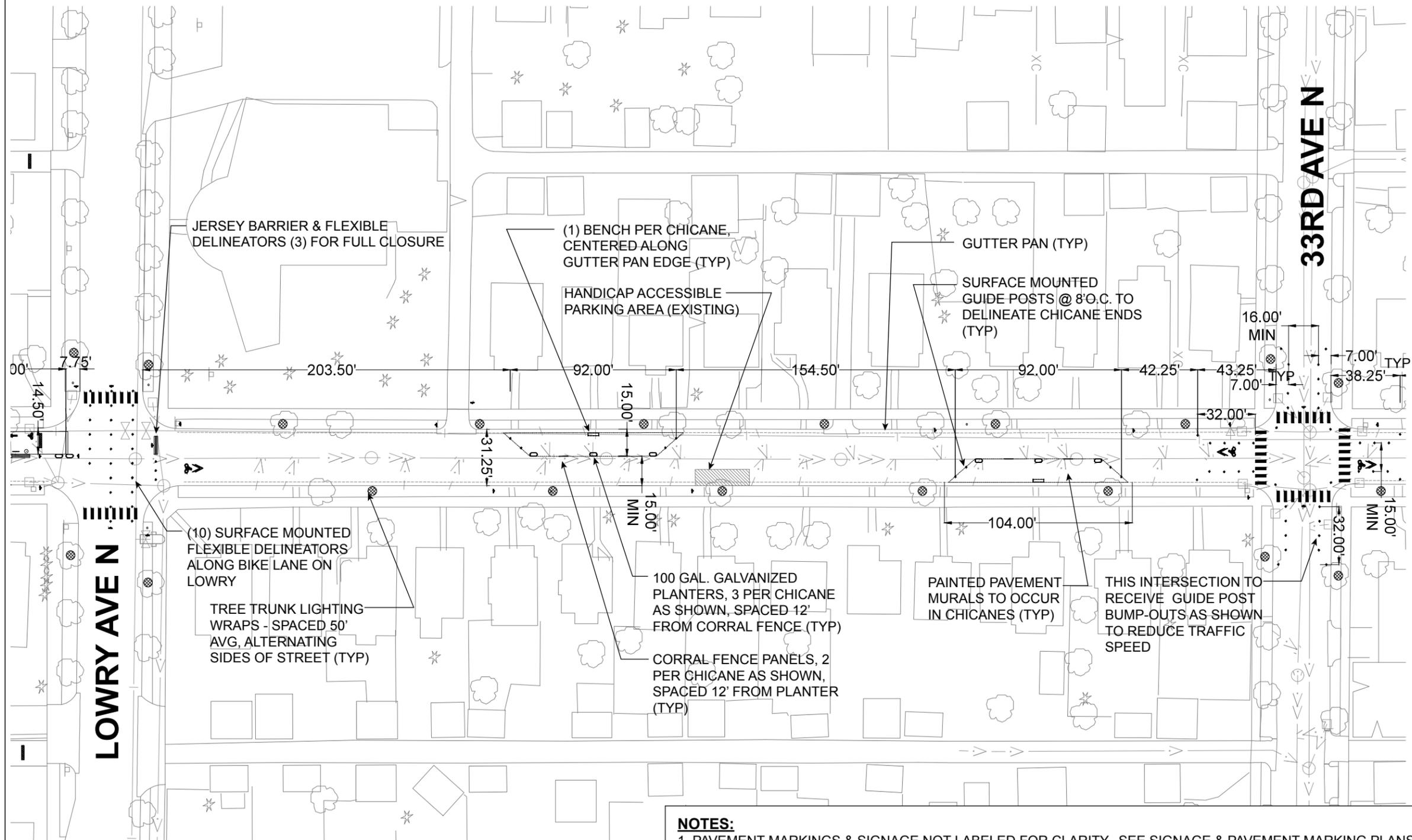


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- NOTES:**
1. PAVEMENT MARKINGS & SIGNAGE NOT LABELED FOR CLARITY. SEE SIGNAGE & PAVEMENT MARKING PLANS FOR DETAIL.
 2. ACCESS TO ALL UTILITIES, CATCH BASINS, & MANHOLE COVERS TO BE MAINTAINED THROUGH DEMONSTRATION PROJECT.
 3. MINIMUM 15' CLEARANCE REQUIRED FOR EMERGENCY VEHICLE ACCESS. SEE PLANS FOR LOCATIONS.
 4. ALL INTERIOR BLOCKS SHALL BE A BIKE BOULEVARD AND PERMIT TWO-WAY VEHICLE TRAFFIC WITH PARKING IN DESIGNATED AREAS. NO PARKING 110' OPPOSITE OF CHICANE TO MAINTAIN EMERGENCY ACCESS CLEARANCE.
 5. ALL PAVEMENT INSIDE CHICANES TO BE PAINTED AS PART OF GREENWAY MURAL. PAINTED PAVEMENT ZONES (I.E. GAMES/ STENCILS, ETC) BY OTHERS.
 6. ALL TRAFFIC CONTROL POSTS SHALL BE SURFACE-MOUNT GUIDE POSTS INSTALLED AT 8' O.C. (CLASSIC SAFE-HITS) UNLESS INDICATED OTHERWISE. COORDINATE WITH PROJECT MANAGER FOR COLOR & PATTERN SELECTION.



15-022	Project Number
03.18.16	Issue Date
JMR	Author
CAC	Checker

**SITE LAYOUT:
 LOWRY AVE N
 TO 33RD AVE N
 L002**

Drawings not for Construction

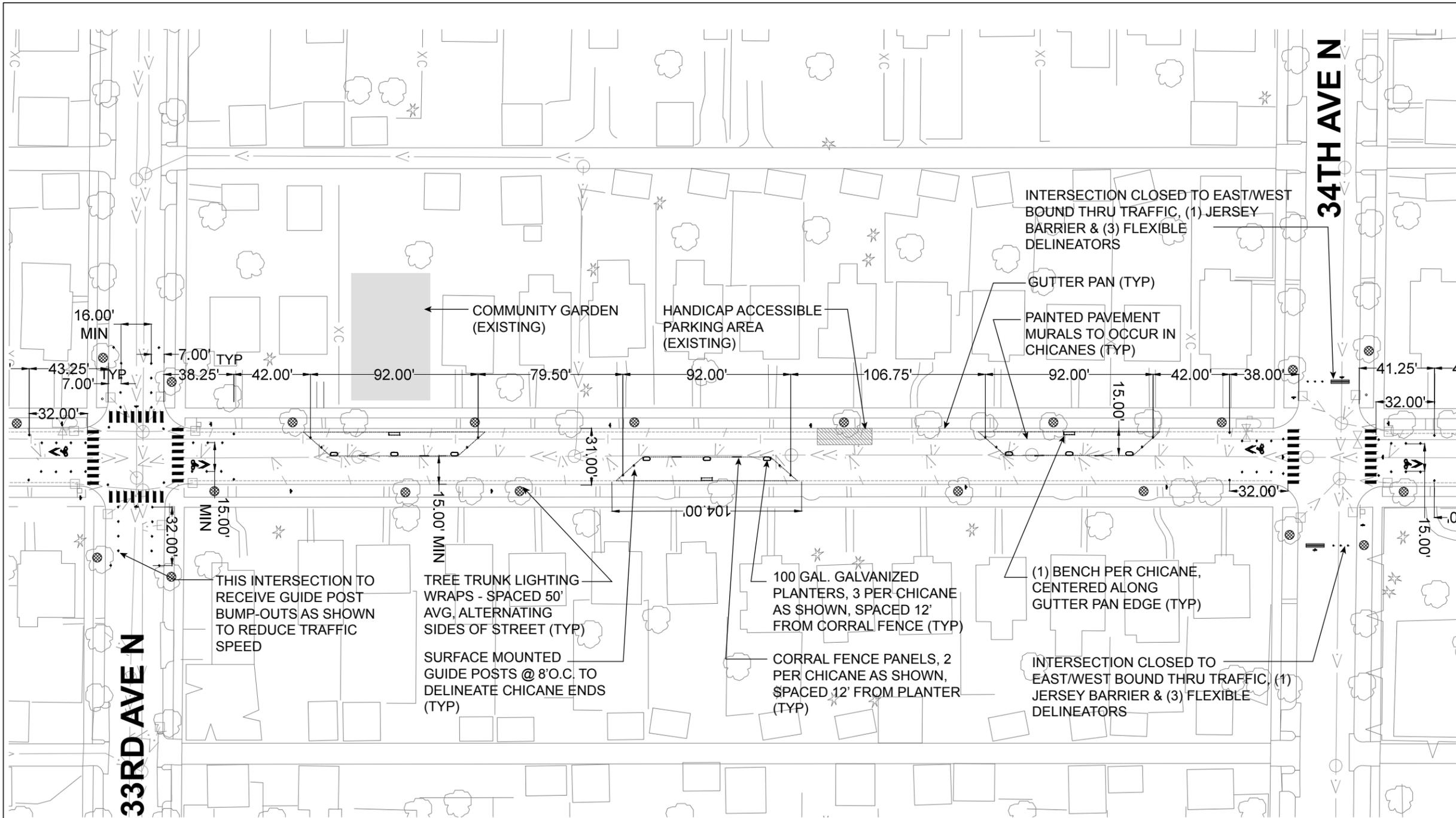


WHR Ecological
 2521 27th Ave S
 Minneapolis, MN 55406
 612.250.1320

City of Minneapolis
 Minneapolis Health Dept.
 250 S 4th St., 5th Floor
 Minneapolis, MN 55415
 612.673.3987

Juxtaposition Arts
 2007 Emerson Ave. N
 Minneapolis, MN 55411
 612.588.1148

The Street Plans Collaborative
 155 Water Street, FLR 2
 Brooklyn, NY 11201
 917.767.9850



- NOTES:**
1. PAVEMENT MARKINGS & SIGNAGE NOT LABELED FOR CLARITY. SEE SIGNAGE & PAVEMENT MARKING PLANS FOR DETAIL.
 2. ACCESS TO ALL UTILITIES, CATCH BASINS, & MANHOLE COVERS TO BE MAINTAINED THROUGH DEMONSTRATION PROJECT.
 3. MINIMUM 15' CLEARANCE REQUIRED FOR EMERGENCY VEHICLE ACCESS. SEE PLANS FOR LOCATIONS.
 4. ALL INTERIOR BLOCKS SHALL BE A BIKE BOULEVARD AND PERMIT TWO-WAY VEHICLE TRAFFIC WITH PARKING IN DESIGNATED AREAS. NO PARKING 110' OPPOSITE OF CHICANE TO MAINTAIN EMERGENCY ACCESS CLEARANCE.
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15-022	Project Number
03.18.16	Issue Date
JMR	Author
CAC	Checker

SITE LAYOUT:
 33RD AVE N TO
 34TH AVE N
L003

Drawings not for Construction

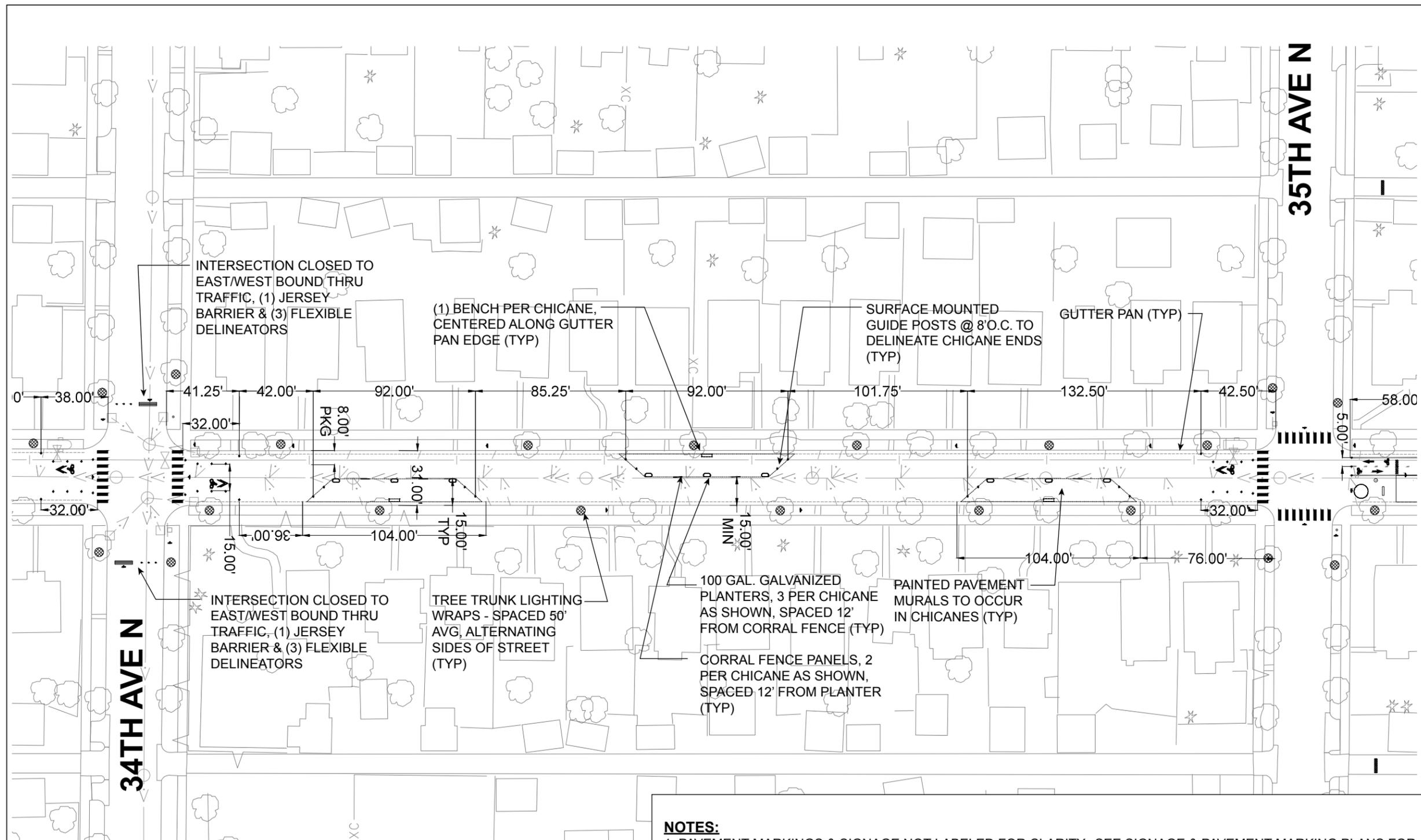


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15-022	Project Number
03.01.16	Issue Date
JMR	Author
CAC	Checker

SITE LAYOUT:
 34TH AVE N TO
 35TH AVE N
L004

Drawings not for Construction



North Minneapolis Greenway Demonstration Project

Site Elements & Furnishings Materials Package

 **WHR Ecological**
2521 27th Ave S.
Minneapolis, MN 55406

 **STREETPLANS**
MIAMI SAN FRANCISCO NEW YORK

ABOUT THIS DOCUMENT

This document provides specifications and sourcing data for materials which may be used for the North Minneapolis Greenway Demonstration Project. It is intended to provide contractors with a background of the project; what a Demonstration Greenway is and the community interaction and outreach that influenced the design; and the elements and furnishings we're asking the Contractors to install and maintain.

The element on the following pages help keep materials costs low and provide flexibility in selection of final materials, while still generally adhering to the components recommended in this document. We've translated community input into a set of guiding values for the project. If a materials substitution will allow the project to be accomplished in a way that is "lighter, quicker, or cheaper," the substitution should be closely considered, so long as the new material adheres to the project values and is sturdy enough to last for the project duration.

Some items are donated or borrowed materials, others have been pre-purchased by the City. Throughout the project, if the City of Minneapolis has pre-approved materials similar to those suggested here (ex: a specific type of preferred park bench or picnic table), these materials should be considered welcome substitutes. Substitutions for materials that are more familiar and/or readily-available to the city through known suppliers may make the project easier to install quickly and effectively. This type of flexibility is very much in the spirit of a temporary and community-led project. As applied across the U.S. in programs such as NYC DOT's Plaza Program and/or LA DOT's People St Program, the Tactical Urbanism approach depends on nimbleness and creativity in materials sourcing, leveraging as much as possible items that are easy to obtain and install within existing local supply chains and processes.

The materials recommended here are appropriate for outdoor use for the duration of the 12-month pilot, and the specifications sheets

are broken into two sections:

- **Section A** focuses on ready-made items available for purchase. The City has moved forward with purchasing many of these items and will look to Contractors for installation.
- **Section B** highlights materials which may be sourced through local donation. These materials have been previously coordinated for donation by the City.
- Each recommended item is marked with an ID number, noting the section. These markers correspond to the **Site Elements Table** included in the plan drawing packet and the corresponding **Bid Package**.
- Each recommended item profile is intended to **supplement bid package manuals** and provide Contractors with more detail about the elements we're asking them to install. Details of each profile include:
 - Related Bid Packages:
 - Installation Contractor (Installation, Maintenance, and De-installation Package)
 - Signage Contractor (Signage Installation & De-installation Package)
 - Pavement Markings (Pavement Markings and Striping Package)
 - Snow Removal (Snow & Ice Removal Package)
 - Paint the Pavement
 - Who is providing or purchasing the element
 - Recommended quantity of surface attachments
 - Installation notes
 - Item description

In many cases, assembly will be provided by others at a Community Assembly event and the Contractor will be responsible for transporting the furnishings and providing surface attachments.

It is important to note that materials and design elements are intricately linked with the programming the community would like to see on the Greenway. The following pages provide background into the process of working with the community and development of the greenway.

BACKGROUND INFORMATION: PROJECT VALUES

PHASED APPROACH: The phased approach, integrating partial options into the initial installation, provides a more gradual transition to the Greenway, allowing for more community buy-in.

ACCESSIBILITY: On-street handicapped accessible parking must be preserved in select locations. Emergency vehicle access considerations must inform all design options.

AFFORDABILITY: Keep materials budget low.

FLEXIBILITY: Demonstration project is easy to remove or adjust.

SEASONALITY: Integrate winter-only elements to keep excitement and benefits going throughout the full length of the pilot.

COHESIVENESS: Use consistent materials and elements along full 5 blocks to maximize connectivity and visual cohesiveness.

RESPONSIVE AESTHETIC: Balance colorful and inviting public art with materials that convey a naturalistic aesthetic, such as boulders, grasses, and planters.

INCLUSIVENESS: The Greenway should be a place for people of all ages and modes of transportation. Balance bike, pedestrian and recreation elements through the seasons. Provide amenities for people of all ages, especially children and families.

PARTNERSHIPS: Maximize in-kind materials sourcing and partnership development, and fundraising for additional materials and installation.

COMMUNITY: Focus resources on programming to develop a sense of place so that residents can experience the potential benefits of the permanent Greenway.

MAINTENANCE: Integrate maintenance and materials that ensure a high quality installation for the full year.

SAFETY: Direct resources to insure that the Greenway and surrounding alleys and streets remain safe throughout the duration of the demonstration project.

EVALUATION: Regular gatherings for residents to provide feedback about the Greenway throughout the demonstration period. The phased approach will allow for

BACKGROUND INFORMATION: WHAT WE HEARD

This section summarizes feedback from the public, gathered through a variety of channels:

- Comment post-cards, distributed to nearby residents by door-to-door outreach staff.
- Activities from in-person public outreach events in both Jordan and Folwell Park on Saturday, August 1st.
- Activities from an in-person public outreach event held as part of the National Night Out celebration on August 4th, on 34th Ave. N. at the corner of N. Irving Ave.

General themes of public feedback include:

- Strong desire for **naturalistic elements across all design components** - plants, limestone blocks as barriers, naturalistic boulders in the play area, etc. are preferred.
- People identified **children** as a very important user group, and our recommendations focus amenities accordingly.
- Consideration of **lighting** is important, and comments about lighting are often focused on **safety** (as opposed to placemaking or site beautification).
- Balancing biking and **walking** is important. Design should strive to communicate that the Greenway is not a bikes-only space.
- The largest overall concerns about the Greenway Demonstration relate to **safety** and **loss of parking**.
 - The current idea of integrating chicanes in the middle blocks of the demonstration would show response to this concern. It may be best to proceed by maintaining access to street parking in some areas using chicanes, and then phase in more fully closed streets if community enthusiasm for the idea exists.
 - Potential responses to the safety concerns are discussed further in the Recommendations section on page 5. Materials suggested here attempt to support programmatic recommendations

around safety in response to community concerns.

- The **BBQ area** is rather divided - some people love the idea, others see it as a place people will linger/party, and they don't want this to occur in front of their homes. If we do choose to include the BBQ component, we need to be sensitive to placement.

Favorite Project Components:

- Planters, **plants, and landscaping**. It is essential to include landscape/gardening components in the design, but we must balance this with programmatic support, as noted in the recommendations on page 6.
- Trash bins and **trash control** are important. Neighbors expressed concerns that without trash bins and a proper plan for litter clean-up, the Greenway will become an eyesore. This, again, is a mix of providing the bins but also having a programmatic response to be sure clean-up happens regularly.
- **Benches** - Seating elements were popular and more or less non-controversial.
- Of all sporting equipment, a **basketball hoop** was the most frequently mentioned as a desired amenity.
- A **Mini Community Library** was a popular item that can be easily created during a community build day.

Unpopular Items:

- Some neighbors felt the **community message board** could become messy and was a bad idea. We've included this item in the packet, and the element will be an artist-designed furnishing.
- Some neighbors expressed concerns about cleanliness and use of a public **hammock**. Others loved the idea. This item is easily removable if it becomes a nuisance.

BACKGROUND INFORMATION: RECOMMENDATIONS FOR PROGRAMMING & PROJECT STEWARDSHIP

Our conversations with the community reinforce the importance of close connections between design and programming. Many of the favorite items or desired amenities require programming support to function well, and at the same time, many of the negative comments about potential materials were centered on concerns about care and stewardship rather than the design of the materials themselves. Taking this feedback into consideration, along with best practices for programming and stewardship of temporary public spaces, we've developed the following recommendations for programming and project stewardship.

In many cases, executing the recommendations will require collaborative efforts by hired staff and community-led teams or committees. To support community-led efforts, the City will need to create or plug into existing neighborhood social infrastructure. This could involve working with existing block clubs, or forming new teams of neighbors interested in spearheading programming and stewardship on each block. The teams should be provided with a small stipend to fund their efforts, and they may be divided into committees around key topics such as safety, landscape care, clean-up and programs/events. Grassroots teams can be incredibly effective in programming and "light" stewardship of public space. Still, their efforts must be supported by those of paid staff overseeing daily trash pick-up, security, and other higher-intensity roles.

SAFETY

Safety was one of the biggest areas of concern for residents. People shared negative experiences and fears around gang activity, sexual violence, and shootings. They were worried about creating a "vacuum" public space that would attract negative behavior and/or unknown people lingering for long periods of time. Potential responses to these concerns include:

- Engaging Minneapolis Parks Police as paid

guards of the space during nighttime hours.

- Overall, insuring that the closed blocks benefit from frequent programming, bringing people out into the Greenway and increasing "eyes on the street". This element can be led by the designated teams of neighbors. Providing a small stipend to the teams will go a long way in helping them organize regular programming in the Greenway. The teams may also work in partnership with local organizations, such as JXTA. Programming should include small and informal daily activities (such as a walking/jogging groups, or pick-up basketball games), as well as more significant events, like weekend community gardening workshops. As much as possible, the teams should work to raise awareness of and support existing community gatherings in the neighborhood, which might be leveraged to create more foot traffic on the Greenway.
- While it may not be practical to add blue posts to the street for the demonstration (as can be seen along the Midtown Greenway), there are ways to creatively address the community's desire for "Safety Stations" of some sort. For example, City or Park Police might work with neighbors to identify homes where residents are willing to help someone in distress and/or call for help. Thus, the homes become temporary safety stations, which can be marked by an icon or symbol on the building or mailbox.
- Any of the above responses to safety concerns cannot be focused on the Greenway alone - they must also increase light and eyes on the alleys behind people's homes. Some neighbors were concerned about having to park in a dark place behind their homes where they might be easy targets.

PLANTS AND GARDENING

Neighbors are very interested in seeing plants or urban gardening on the Greenway, but plants must be included with careful thought to stewardship.

- The City should explore partnerships with local urban agriculture organizations that might be interested in leading workshops to help kick-off the garden and fill in the planters. Potential partners include Minnesota State Horticultural Society, Gardening Matters, and University of MN.
- The Parks Board may be a resource in routine care of plants on the Greenway (watering, etc.). However, a supportive neighbor may also be willing to take this task on, potentially in association with a small stipend. This, again, is something that the neighborhood stewardship teams may be able to provide leadership on.

TRASH CONTROL

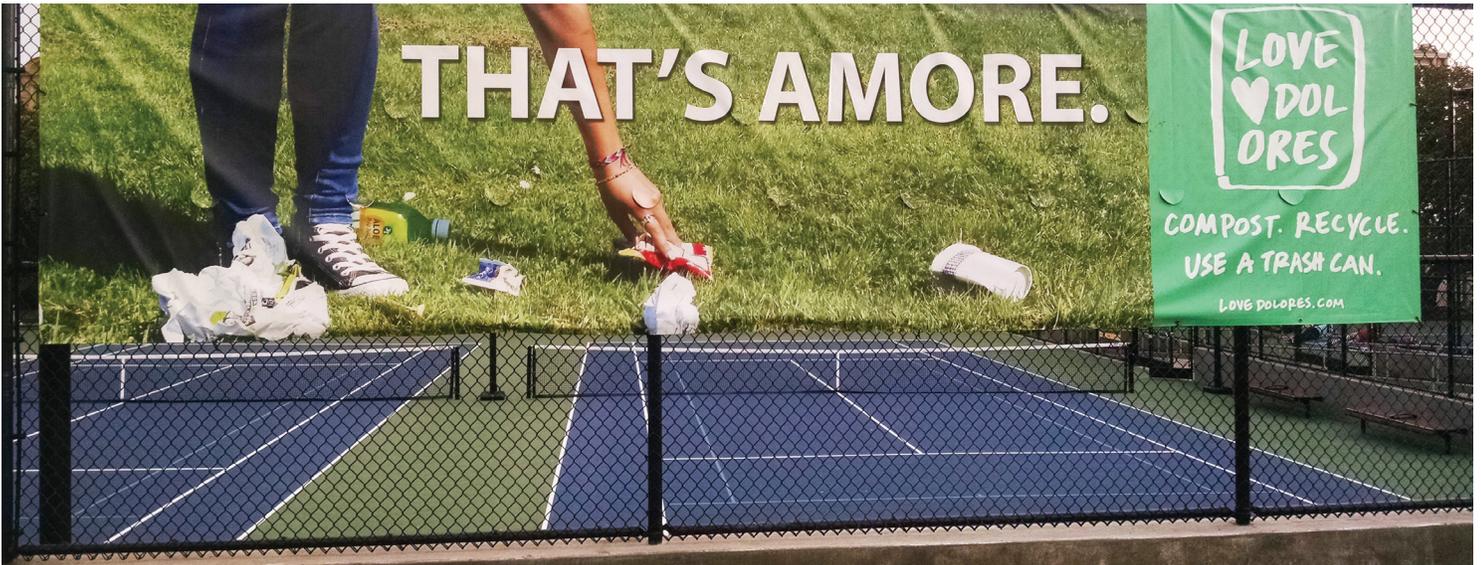
Neighbors want to see the Greenway as an attractive amenity, and many are worried about trash control. Littering appears to be an ongoing issue in the community, and the Greenway provides an excellent opportunity to begin to address it through official and grassroots channels. To address trash control, we recommend that the City:

- Provide trash cans on the Greenway.
- Work with paid staff (such as maintenance crews from the Parks Board) to empty trash bins on a regular basis and pick up litter on a regular schedule.
- Encourage neighborhood stewardship teams to engage in Greenway clean-up days on weekends.
- Include messaging about care of the Greenway throughout the area to raise public awareness of the issue (see image sample on the following page).

PARKING

Some people who supported the Greenway concept in general were nonetheless concerned about parking and wanted to be sure that some street parking was preserved.

- Keeping a few blocks open for some limited parking (using chicanes or other traffic calming measures) is a good approach for Phase 1 of the pilot.
- Care must be taken to address a handful of concerns from specific homes with handicapped residents, such as the one documented on the 3100 block of Irving.



San Francisco's Dolores Park has struggled with major challenges around people leaving trash in the park. One key element of their trash control plan is a public awareness campaign encouraging better behavior.



Volunteer committees or "Friends Of" groups can be incredibly effective in programming and "light" stewardship of public space. Still, their efforts must be supported by those of paid staff overseeing daily trash pick-up, security, and other higher-intensity roles. (Photos by Friends of Duboce Park and the SF Parks Alliance, respectively.)

Section A:

Ready-made Materials



BarcoBoard™ Outdoor Backless Benches

Size: 4'

Purchased/ Provided By: City of Minneapolis

Surface Attachments: 4-8 Recommended, Furnished by Contractor

Installation Notes:

Assembly to be provided on site by others. Contract shall affix item to pavement in locations shown on plans. Contractor shall include item in mobilization, installation, maintenance, monitoring, clean-ups, and de-installation.

Item Description:

Ideal for resorts, campgrounds, parks, picnic groves, break areas & more. Plastic boards will not rot, splinter or break. Recycled plastic black frames, Lightweight & engineered to resist sagging. Assembly required, hardware included

Reference Link:

<http://www.barcoproducts.com/bn-08-barcoboard-trade-outdoor-backless-benches>



Picnic Table Tan Top With Black Frame

Size: 72" L x 58" W x 29" H

Purchased/ Provided By: Provided by City, Assembled by others

Surface Attachments: 4-8 Recommended, Furnished by Contractor

Installation Notes:

Tables to be assembled on site by others. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation.

Item Description:

These colorful tables are ideal for industrial, residential or commercial application. The tan table-tops and seats are manufactured from high-density polyethylene which will not corrode, never need painting, toxic chemical treatments or coatings. High strength 1-3/4" diameter x 14 gauge tubular black steel frame has an exterior grade epoxy finish to withstand outdoor environments. Maintenance-free; easy clean-up using only soap and water. Easy assembly.

Reference Link:

<http://www.globalindustrial.com/g/outdoor-grounds-maintenance/Benches-Picnic-Tables/Picnic-Tables-Plastic-Recycl/Plastic-Recycled-Plastic-Picnic-Tables-With-Steel>



Colorful Hammock with Stand

Size: 25.2" W x 94" D

Purchased/ Provided By: Provided by City, Assembled by others

Surface Attachments: 4-8 Recommended, Furnished by Contractor

Installation Notes:

Hammocks to be assembled on site by others. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation.

Item Description:

Product Type: Hammock with stand
Hammock Material: Cotton
Hardware Material: Zinc
Weather Resistant: Yes
Rust Resistant: Yes
Frame Required: Yes
Seating Capacity: 2
Weight Capacity: 450lbs

Reference Link: <http://www.wayfair.com/Vivere-Hammocks-Fabric-Hammock-with-Stand-UHS-DO9-VIV1011.html>



FREELAND 100 GAL. CORRUGATED STOCK TANK

Size: 4 ft. L x 2 ft. W x 2 ft. H

Purchased/ Provided By: Provided by City, Fill & Plant Material provided by City

Surface Attachments: None, weight of material shall be sufficient

Installation Notes:

Contractor to drill drainage holes (4) in base prior to install. Fill material shall be a single 3-string straw bale (2'x4'x16") topped with 8" potting soil. Fill material and plant material to be provided by others, delivery provided by Project Manager. Contractor shall be responsible for filling and planting planters when material arrives on site. Planters shall be planted by Contractor at start of project. Contractor to provide plant material disposal (compost) with fall cleanup. Winter plant material to be provided by and installed by others as part of a volunteer event. Contents of planters to be removed and disposed of (composted) by contractor at end of demonstration period. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation.

Item Description:

Stock tanks for use as a planter. Double-locked bottom seam has four thicknesses of galvanized steel / 1 in. steel tube top for long-lasting strength. Smooth crush-proof rim. Fully welded side seam. 3/4 in. drain flange. Weight: Approximately: 50 pounds



Lifetime Portable Tetherball System

Size: N/A

Purchased/ Provided By: Provided by City, Assembled by others

Surface Attachments: 4 Recommended, Furnished by Contractor

Installation Notes:

Assembly to be provided on site by others. Contract shall affix item to pavement in locations shown on plans and fill base with sand for additional weight to prevent racking during play. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation.

Item Description:

This kids' tetherball set utilizes a 2" round steel pole, All-weather, powder-coated finish. 72" nylon cord with steel attachment hook with 8" soft play tetherball. 30" heavy-duty portable high-density polyethylene base can be filled with sand. Easily rolls to desired location. Heavy-duty construction easily handles aggressive play. Pump and needle are both included with the Lifetime tetherball system.

Reference Link: <https://www.lifetime.com/gallery/playground/outdoor-play/tetherball/90029>
Also: <http://www.walmart.com/ip/Lifetime-Portable-Tetherball-System/21383043>



Wood Chip Mulch

Size: Bulk, per Cubic Yard

Purchased/ Provided By: Provided by Project Manager

Surface Attachments: N/A

Installation Notes:

Project Manager shall furnish woodchips to Contractor for installation. Project Manager will provide payment for material and transport to site after coordinating with Contractor for delivery time. Contractor shall replenish as needed throughout the demonstration period to maintain 6" Min depth in natural play area. Depth of mulch shall not overflow edging.

Replenishing mulch is to be purchased and provided by Contractor. Wood chip mulch shall be untreated play area mulch. Contractor shall include item in mobilization, installation, monitoring, cleanups, and de-installation. De-installation of material at the end of the project shall be the responsibility of the contractor and shall include disposal of woodchips at a compost facility.

Chipped material sourced from local pruning and tree removal efforts generates a resource for community residents in the City of Minneapolis. There may be an opportunity to utilize this material should it be available. Stock and locations vary.

Item Description:

Untreated Chipped wood, 6" Deep. Play area is 17.5' x 40', see plans for location.

Reference link: https://www.minneapolisparcs.org/park_care__improvements/trees/wood_chips/



Play Area Edging

Size: 2'x8' Play Area

Purchased/ Provided By: Provided by Project Manager, Assembled by Contractor

Surface Attachments: Spaced min. 4' O.C. or closer as needed, furnished by contractor

Installation Notes:

Project Manager to furnish material and brackets for Play Area Edging. Materials and brackets include painted 2x8 untreated lumber to be fastened together at corners and seams with metal ties and angles. Coordinate with project manager to field verify assembly and installation. No sharp wood or metal edges or surfaces shall be exposed. Edging shall be secured to pavement with angles & anchors spaced every 4' or as needed to prevent racking, overturning, or bowing. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation.

Item Description:

Painted, untreated 2x8 lumber assembled as edging for natural play area. Play area is 16' x 40', (112LF) see plans for location. Painting of lumber to be completed by others prior to installation. Coordinate with project manager for scheduling.

Reference Link: <http://www.ironssleek.com/backyard-rink-kits/#C3>



Artist-Designed Public Message Boards

Size: 53.5" w x 77" h, Viewing area: 45.5" w x 31.75" h

Purchased/ Provided By: Provided by City, Assembled by others

Surface Attachments: 4-8 Recommended, furnished by contractor

Installation Notes:

Display board shall be designed by others. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation.

Item Description:

Item will be an artist-designed element.

Reference Link: <http://www.informationcenters.com/outdoor-message-boards/single-sided-public-notice-message-boards>



Little Free Library

Size: Varies

Purchased/ Provided By: Provided by City

Surface Attachments: Install in Boulevard

Installation Notes: Item will likely be a wooden post-mount element. Contractor shall install item in boulevard. Recommended installation includes digging & setting post in concrete. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation.

Item Description:

A built-from-scratch element to house community book sharing. Recommended specs available here: http://littlefreelibrary.org/wp-content/uploads/2012/09/LFL-Building-Design_6.17.13.pdf





10 ft. Jersey Barriers

Size: 10' Jersey Barrier (typically 2' wide x 3' tall)

Purchased/ Provided By: Provided by City

Surface Attachments: None

Installation Notes:

Item shall be rented by City through third party. Rental includes delivery, installation, and removal. Project Manager shall coordinate delivery, install, and de-installation. Contractor shall be responsible for coordinating with project manager on timing of install and removal. Delivery shall occur prior to installation of other site elements.

Jersey barriers to receive vinyl adhesive pattern after installation. Vinyl to be provided by installed by others and shall not be included in contractor installation. Project manager will coordinate timing of vinyl installation with Contractor. Contractor shall be responsible for monitoring jersey barriers. Removal of vinyl prior to de-installation of jersey barriers shall be provided by others. Following vinyl removal, Contractor shall provide power-washing of jersey barriers before de-installation by rental company. Removal time to be coordinated with Project Manager.

Reference Link: <http://www.safetysigns-mn.com/>



SURFACE MOUNT FLEXIBLE DELINEATORS

Size: 36" H x 3" Round, 2 Reflective Bands, Standard Base

Purchased/ Provided By: Post & butyl adhesive pad Provided by City

Surface Attachments: Butyl Adhesive Pad

Installation Notes:

Contractor to assemble and install flexible delineators with single butyl pad adhered to pavement per mfr recommendations. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation. De-installation shall include removing butyl pad from pavement.

Item Description:

Reboundable 'Boomerang' Surface Mount Delineator. HDPE post with polymer protection UV stabilizer. Specially formulated elastomer polymer base will not crack or split. Unit meets all state specifications for two way, two lane delineators. AASHTO/NTPEP Crash Tested. The base takes the stress of an impact and transfers it to the base instead of the tube, giving the HDPE tube a longer life.

Reference Link: <http://www.trans-supply.com/gp-605-boomerang-surface-mount-delineator.aspx?0=0.0&10=31.1&11=36.2&12=41.3#guidedGroup12>

Butyl Pad: <http://www.trans-supply.com/p-606-butyl-pads.aspx>



Pexco Citypost Removable Bollards

Size: 36" high

Purchased/ Provided By: Provided by City

Surface Attachments: Inset into pavement per mfr recommendations

Installation Notes:

Contractor to assemble and install CityPost per mfr recommendations (visit link below). CityPosts shall be removable for snow plowing by others. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation.

Item Description:

Thermoplastic Polyurethane delineator post with pavement-inset base for easy removal and replacement. Designed for superior durability and quick replacement, the City Post sets new standards for performance in the field and ease of maintenance.

Reference Link:

<http://www.pexco.com/markets/industrial/traffic/bollards-and-channelizer-posts/city-post/>



Snow Plow Delineator

Size: 48"high

Purchased/ Provided By: Provided by City

Surface Attachments: None

Installation Notes:

Installation Contractor to place snow plow delineators to designate snow removal areas in greenway, half & half, and chicanes and other areas as needed. Snow removal provided by Snow Removal Contractor. Stakes shall be removed when snow depth recedes and reused as needed through the winter season.

Item Description:

Lightweight and pliable. Typically used to clearly mark the edge of driveways, parking lots and streets.

Reference Link: http://www.uline.com/BL_18/Reflective-Driveway-Markers



Surface Mount Guide Posts

Size: 36" high White, 2 Reflective Bands, Base included

Purchased/ Provided By: Post & butyl adhesive pad Provided by City

Surface Attachments: Butyl Adhesive Pad

Installation Notes:

Contractor to assemble and install guide post delineators with single butyl pad adhered to pavement per mfr recommendations. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation. De-installation shall include removal of butyl pad from pavement.

Item Description:

Surface mount flexible stakes are great for use in high traffic areas & locations with potential for impact. Rugged hinge allows for stakes to bend and flex at base to absorb impact. Made from a special compound using polymer protection and UV stabilizer. Base is made of ABS plastic, 100% recycled material. Great for work zones, islands, parking lots, and for permanent or temporary uses. Made in UV protected fluorescent orange, yellow or white. Repo post base is fastened into delineator using two polymer alloy pins

Reference Link:

<http://www.trans-supply.com/gp-604-repo-post-surface-mount-delineator.aspx?0=0.0&15=51.1&16=53.2&17=57.3&18=62.4&18=64.4#guidedGroup18>

Butyl Pads: <http://www.trans-supply.com/p-606-butyl-pads.aspx>

Item ID: A17
Bid Package: Installation, Paint the Pavement



Paint for Pavement Murals/Game Spaces

Size: Five Gallon - 550 sq. ft

Purchased/ Provided By: Paint Provided by City

Surface Attachments: N/A

Installation Notes:

Paint to be installed by others. See project schedule for timing of pavement painting. Contractor shall sequence with installation of other site elements to be completed before pavement painting. Contractor shall include power washing of painted pavement areas in de-installation.

Item Description:

Paints meet or exceed the Federal specifications for "slippery" conditions. If you need additional abrasive properties for your paint application, we recommend that you lightly sand the painted surface by hand.

- Water based paint
- Drying time: @ 77 deg. 50% RH, maximum 40 minutes
- Clean-up: with soap and water

Bid Package: Installation, Pavement Marking, Paint the Pavement



Crosswalk Striping

Size: City of Minneapolis Street and Sidewalk Design Guidelines, Chapter 10, 10.5.3.3. Recommended 18" x 60" rectangles, spaced 18" apart.

Purchased/ Provided By: Paint Provided by City

Surface Attachments: N/A

Installation Notes:

Paint to be installed by others. Contractor will coordinate timing of painting with Project Manager to sequence with installation of other site elements. Contractor shall include power washing of painted pavement areas in removal.

Item Description:

A high-visibility crosswalk consists of longitudinal lines striped parallel to the direction of traffic. The longitudinal lines should be between 12 and 24 inches in width and spaced 12 to 60 inches apart. The markings may be striped to avoid the wheel paths of vehicles, reducing maintenance needs. The longitudinal lines may be used alone or in addition to transverse lines, thus creating a ladder-style crossing.

Reference Link: http://www.minneapolismn.gov/publicworks/transplan/comp/public-works_transplan_designguidelines



Bike Path Striping

Size: 4" Wide White Solid Striping with 4" Wide Yellow Dashed Centerline Striping (center dash to be 3' long, spaced 8' apart).

Purchased/ Provided By: Provided by Contractor, Striping and Pavement Marking Package

Surface Attachments: None

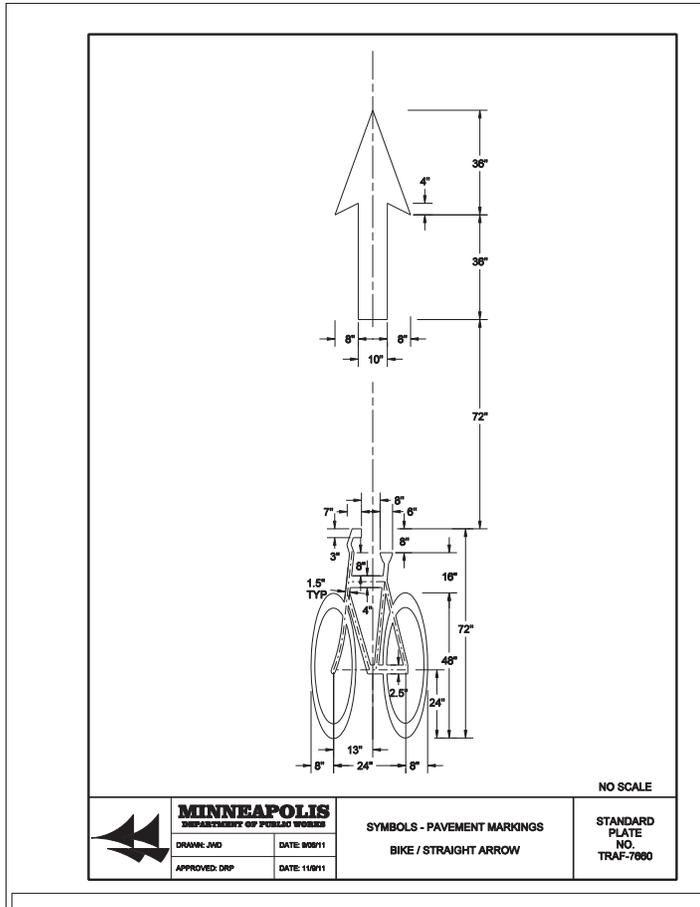
Installation Notes:

Striping and Pavement Marking Contractor to install in locations shown on plan (full greenway block). Installation Contractor shall include power washing of painted pavement areas in de-installation to remove striping at the end of the demonstration contract.

Coordinate with Project Manager.

Item Description:

4" Wide White Solid Striping with 4" Wide Yellow Dashed Centerline Striping (center dash to be 3' long, spaced 8' apart).



Bike Trail Marking

Size: TRAF-7660

Purchased/ Provided By: Provided by Contractor, Striping and Pavement Package

Surface Attachments: None

Installation Notes:

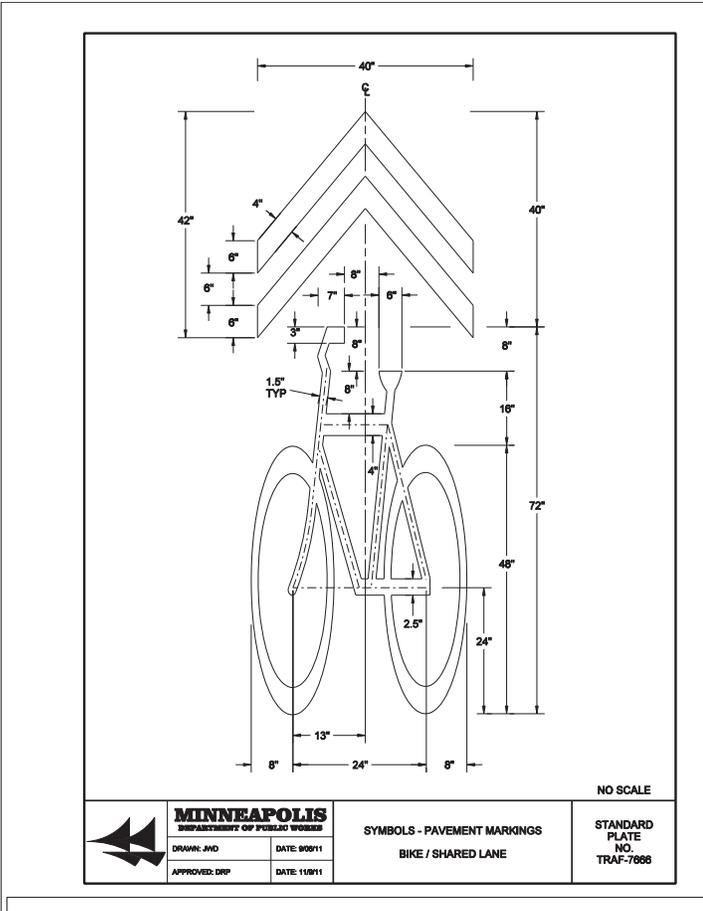
Contractor to install in locations shown on plan (full greenway block, Southbound Half & Half). Installation Contractor shall include power washing of painted pavement areas in de-installation to remove striping at the end of the demonstration contract.

Coordinate with Project Manager.

Item Description:

City of Minneapolis Standard Plate TRAF-7660.

Reference Link: http://www.minneapolismn.gov/publicworks/plates/public-works_traffic#pave-ment



Bike Shared-Lane Marking

Size: TRAF-7666

Purchased/ Provided By: Provided by Contractor, Striping and Pavement Marking Package

Surface Attachments: None

Installation Notes:

Contractor to install in locations shown on plan (Chicane Blocks, Northbound Half & Half). Installation Contractor shall include power washing of painted pavement areas in de-installation to remove striping at the end of the demonstration contract. Coordinate with Project Manager.

Item Description:

City of Minneapolis Standard Plate TRAF-7666.

Reference Link: http://www.minneapolismn.gov/publicworks/plates/public-works_traffic#pave-ment



Coroplast Signs

Size: Varies - 12" x 18" 24" x 18", 24" x 36"

Purchased/ Provided By: Signs and Posts Provided by City

Surface Attachments: Fixed to new or existing U-channel sign posts: In-Ground Boulevard Post, Jersey Barrier Saddle Post, Free-Standing Post

Installation Notes:

Signs to be installed by Signage Contractor in locations shown on plans. Contractor shall install affix to existing posts whenever possible and install u-channel posts as needed. Affix to posts using bolts, nuts, and washers to prevent crushing. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation. Contract shall Include removal of posts and turf repair as needed in de-installation.

Item Description:

Thick corrugated coroplastic signs come in a variety of colors and could be used for temporary traffic control signs. See signage schedule.



Jersey Barrier Saddle



Free Standing Post

Street and Pedestrian Signs (Metal)

Size: Varies, see signage schedule

Purchased/ Provided By: Signs and Posts Provided by City

Surface Attachments: Fixed to new or existing U-channel sign posts: In-Ground Boulevard Post, Jersey Barrier Saddle Post, Free-Standing Post

Installation Notes:

Signs to be installed by Signage Contractor in locations shown on plans. Contractor shall install affix to existing posts whenever possible and install u-channel posts as needed. Affix to posts using bolts, nuts, and washers. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation. Contract shall include removal of posts and turf repair as needed in de-installation. Signage installation shall comply with MMUTCD.

Item Description:

Traditional metal road signs. See signage schedule.

Reference Link: <http://www.safetysign.com/>

Free-Standing Base: <http://www.safetysign.com/products/p33491/10-pound-aluminum-sign-base>

Jersey Barrier Saddles: <http://www.interwestsafety.com/Product/206-279/Barrier-Mount-Brackets/>



Solar Illuminations XP02 Solar 'Multi-Lites' Christmas / LED Light String

Size: 31' feet of light string

Purchased/ Provided By: Provided by City

Surface Attachments: N/A

Installation Notes:

Contractor to wrap alternating trees along greenway greater than 3" DBH. Coordinate with Project Manager for specific tree locations prior to installation. Secure lights to tree as needed using zip ties. Stake solar controller beneath tree to receive maximum solar charge throughout the day. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation. All ties and lights to be removed from trees at end of greenway project.

Item Description:

This light string consists of 50 LEDs spread across 31' of cable that connects to a compact controller box which houses the solar panel, on/off switch, and rechargeable batteries. Available in a choice of a set of all white or a set of multi-color (blue, red, yellow, & green). The compact controller box comes complete with a ground spike so installation couldn't be easier as you can insert the controller in the ground and trail the string of lights accordingly. In most applications these lights should illuminate for several hours continuously, after a full charge of just a few hours of sunshine. They charge up during the day, automatically illuminate at dusk and switch off at dawn (or until discharged) when the process starts all over again the next day.

Reference Link: <http://www.amazon.com/Solar-Multi-Lites-Christmas-String-Colored/dp/B008AY-A9GS>

Section B: Donated Materials



LOGS FOR PLAY AREA

Size: Varies

Provided By: Logs donated by Minneapolis Park Board

Surface Attachments: See Installation Notes

Installation Notes:

Contractor shall affix logs to 2x12s (provided by Contractor) at various locations. Coordinate with Project Manager for placement of logs along 2x12. Contractor shall secure 2x12 to pavement with angles & anchors spaced as needed to prevent racking or overturning. Removal of material at the end of the project shall be the responsibility of the contractor and shall include disposal of logs at a compost facility. Quantity of 2x12s to be determined in field but shall not exceed (4) 10' 2x12s. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation.

Item Description:

Various sized logs donated by Minneapolis Park Board and stored at the Northside Service Center.



NICE RIDE KIOSK

Size: 2 Nice Ride Units

Provided By: Donated, Installed By Nice Ride

Surface Attachments: N/A, Provided By others

Installation Notes:

Item to be relocated from nearby location by Nice Ride in locations shown on plan. Project Manager shall coordinate with Nice Ride and Contractor for timing of relocation.

Item Description:

Nice Ride is a non-profit bike sharing system, and anyone can become a member. Simply take a bike when you need one, and return it to any station in the system when you arrive at your destination. It's fast, easy and affordable.



METAL CORRALS

Size: Approx 4'W x 3'H

Provided By: Donated by City, Provided on-site by Project Manager.

Surface Attachments: 4-8 Recommended

Installation Notes:

Contract shall affix metal corrals to pavement in locations shown on plans. Affix with metal angles to prevent racking and overturning. Item to be painted by others prior to installation and delivered to site by Project Manager. Contractor to coordinate with project manager for timing of delivery. Contractor shall include item in installation, monitoring, cleanups, and de-installation.

Item Description:

12 Metal corrals located at Linden Yard



8' GALVANIZED PLANTERS

Size: 8' Diameter

Purchased/ Provided By: Donated

Surface Attachments: None

Installation Notes:

Contractor to drill drainage holes (8-12) in base prior to install. Fill material shall be potting soil. Fill material and plant material to be provided by others, delivery provided by Project Manager. Contractor shall be responsible for filling and planting planters when material arrives on site. Planters shall be planted by Contractor at start of project. Contractor to provide plant material disposal (compost) with fall cleanup. Winter plant material to be provided by and installed by others as part of a volunteer event. Contents of planters to be removed and disposed of (composted) by contractor at end of demonstration period. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation.

Item Description:

Provided by City, stored at Minneapolis Park Board Northside Service Center near greenway. 1 available for donation from the Park & Recreation Board.



TRASH/RECYCLING RECEPTACLES

Size: Standard

Purchased/ Provided By: Donated

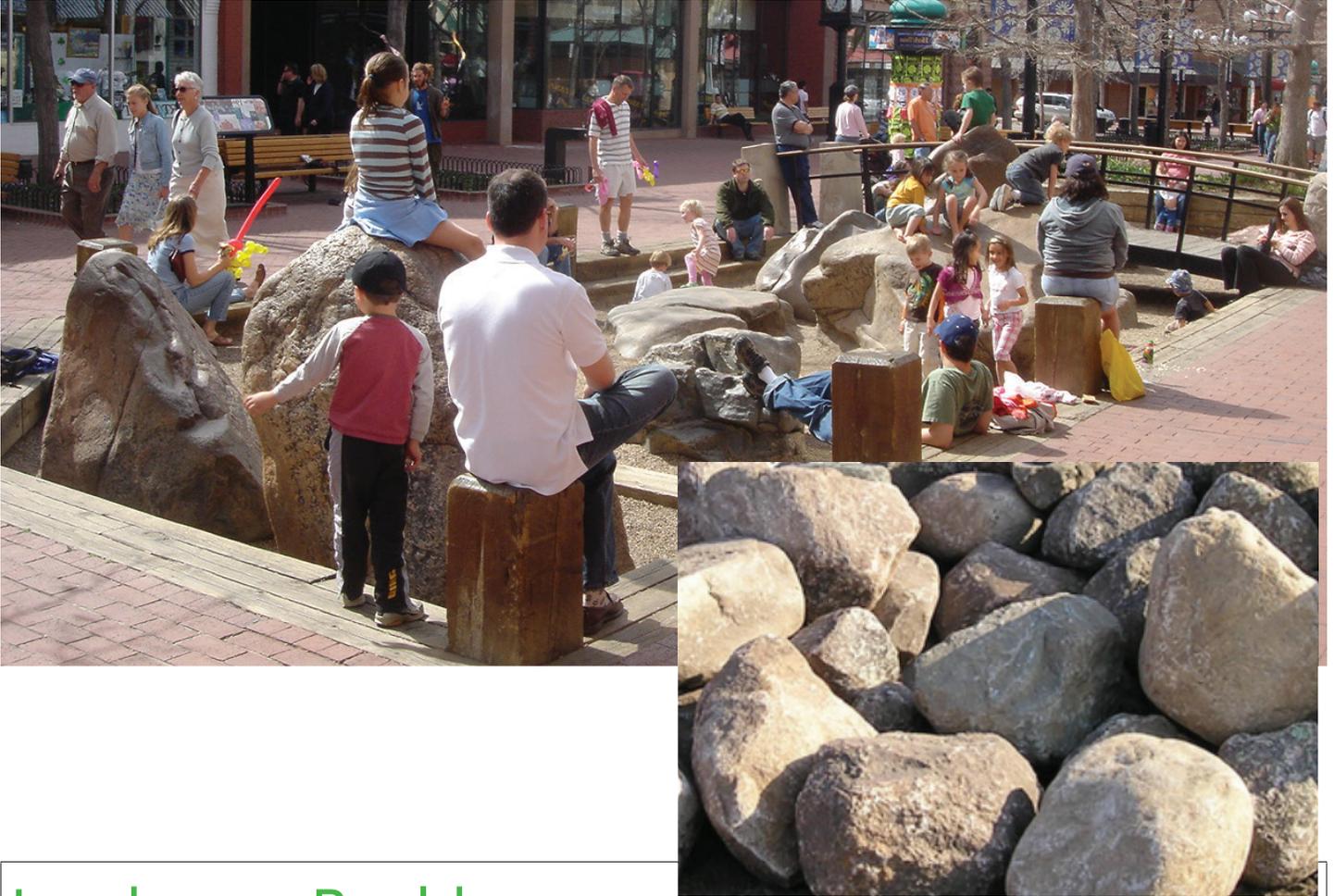
Surface Attachments: None

Installation Notes:

Install in locations shown on plans. Waste pick up to be provided by others. Contractor shall monitor and contact Project Manager for waste service beyond regular pick-up schedule. Contractor shall include item in mobilization, installation, maintenance, monitoring, cleanups, and de-installation.

Item Description:

Provided by City, stored at Hiawatha Storage Facility.



Landscape Boulders

Size: Varies, Approximately 2 tons total

Purchased/ Provided By: Donated by Historic Stone Company, delivery coordinated by PM

Surface Attachments: None

Installation Notes:

Delivery and placement of boulders by others and coordinated by Project Manager. Contractor shall coordinate with Project Manager on timing of delivery and de-installation. No boulder shall be less than 200-250lbs.

Item Description:

Glacial boulders, different colors, smooth, flat surfaces. Sizes to be approximately:

Small (2 @ 18-24"): ~250 lbs ea

Medium (3 @ 24-30"): ~500 lbs ea

Large (3 @ 30-36" +): ~700lb ea

Reference Link:

<http://www.thelandscapestoremn.com/Glacial-Boulders.html>



Size: N/A

Purchased/ Provided By: Donated/ Provided by City

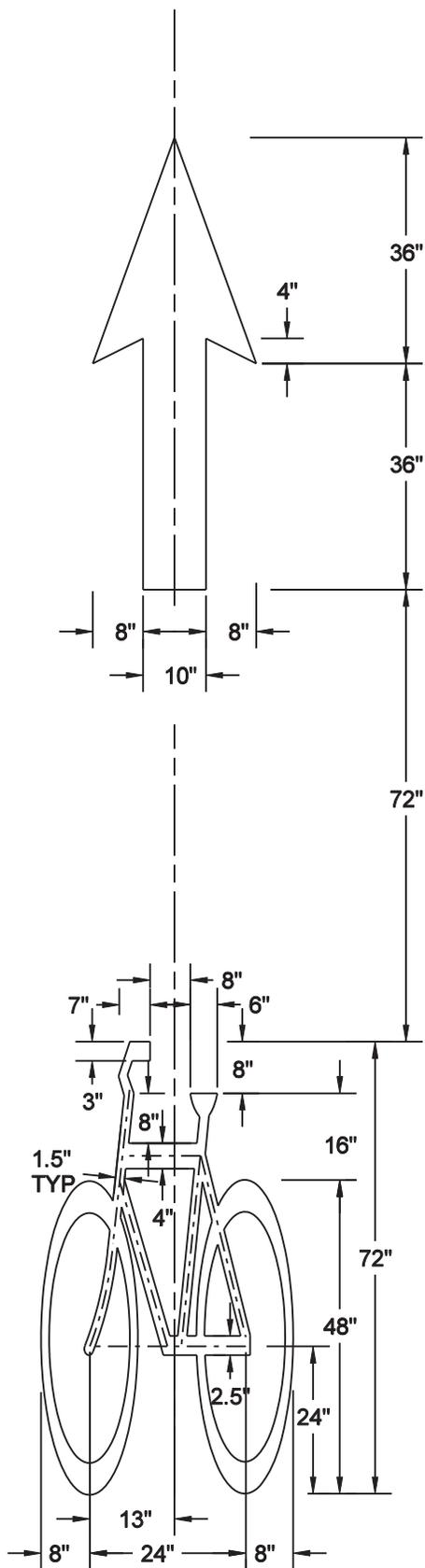
Surface Attachments: None

Installation Notes:

Item to be installed by Nice Ride in locations shown on plan. Project Manager shall coordinate with Nice Ride and Contractor for installation timing.

Item Description:

Nice Ride is a non-profit bike sharing system, and anyone can become a member. Simply take a bike when you need one, and return it to any station in the system when you arrive at your destination. It's fast, easy and affordable.



NO SCALE



MINNEAPOLIS
DEPARTMENT OF PUBLIC WORKS

DRAWN: JWD

DATE: 9/06/11

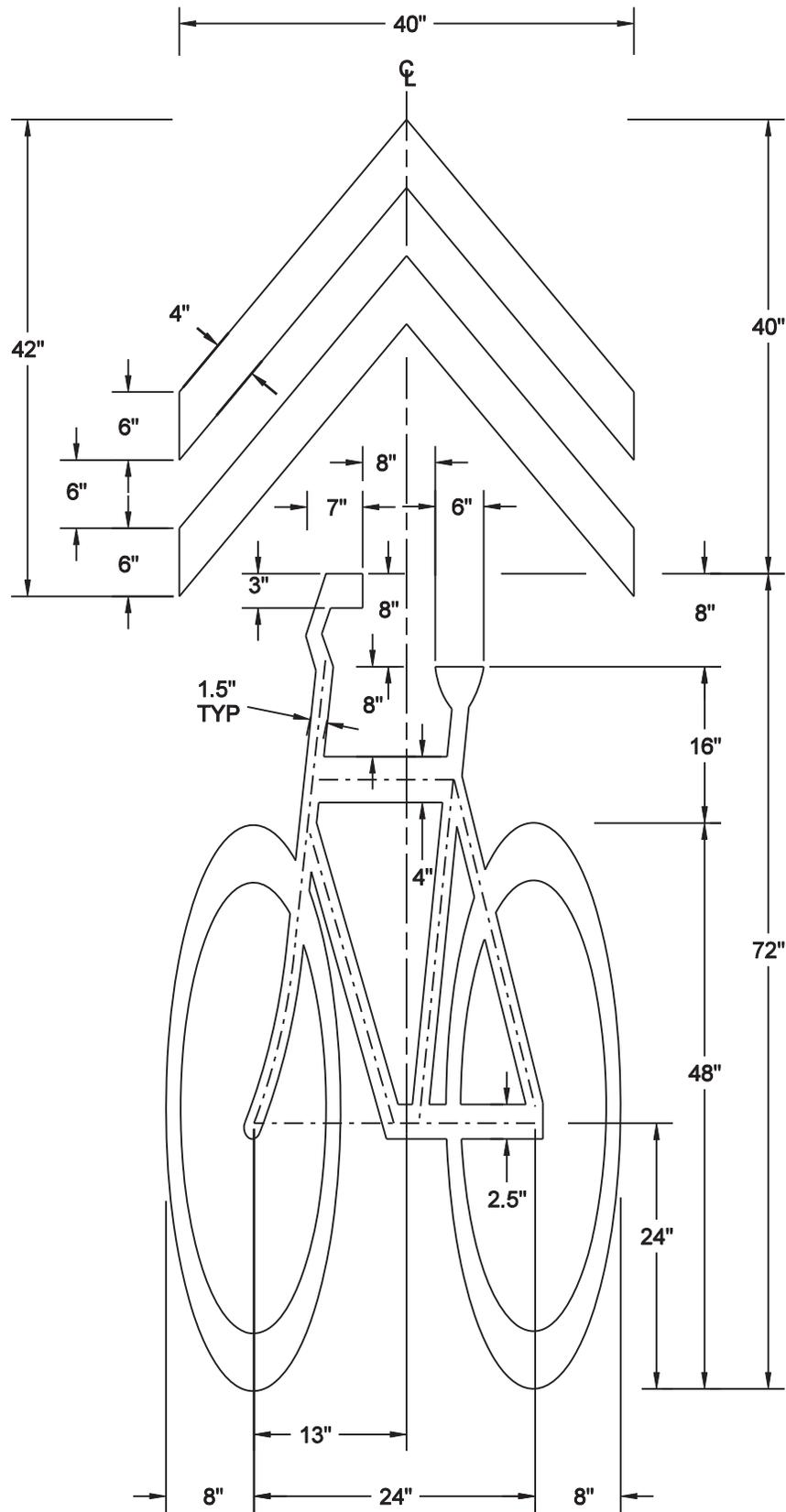
APPROVED: DRP

DATE: 11/9/11

SYMBOLS - PAVEMENT MARKINGS

BIKE / STRAIGHT ARROW

STANDARD
PLATE
NO.
TRAF-7660



NO SCALE



MINNEAPOLIS
DEPARTMENT OF PUBLIC WORKS

DRAWN: JWD

DATE: 9/06/11

APPROVED: DRP

DATE: 11/9/11

SYMBOLS - PAVEMENT MARKINGS

BIKE / SHARED LANE

STANDARD
PLATE
NO.
TRAF-7666