

Iowa 64 Maquoketa Transformation (Platt Street Corridor)

Project NO: NHS-U-064-2(68) --8G-49

Construction Engineering and Inspection Services

Request for Proposal

City of Maquoketa

INTRODUCTION

The City of Maquoketa, Iowa (hereafter referred to as the City) is soliciting competitive proposals from qualified professional consulting engineering firms or project teams to determine interest and capabilities providing Construction Engineering and Inspection Services for the reconstruction of Iowa Highway 64/Platt Street in the City of Maquoketa.

The professional consultant services contract will be for a proposed 1.79-mile road from US Highway 61 (Milepost 33.11) to Iowa Highway 62 (Milepost 34.89).

It is anticipated that the timeframe for the Project will be approximately twenty-eight (28) months to thirty-four (34) months following the signing of a professional services contract. The selected Consultant will be expected to complete the contracted scope of work within the specified timeframe, under the general direction and coordination of the City's Public Works Department as authorized by the City Council.

PROJECT BACKGROUND

The City of Maquoketa is located in Jackson County, Iowa. The City is approximately 4.37 square miles in area, with a population of approximately 6,200 people. Platt Street (Iowa Highway 64) is the primary east-west thoroughfare through the City of Maquoketa. The portion of Platt Street that makes up this project connects US Highway 61 on the west side of the City with Iowa Highway 62, on the east side of town. Platt Street travels through downtown Maquoketa. Platt Street intersects with Main Street about midway through town.

Pavement Surface

According to the Iowa Department of Transportation's records, IA Highway 64/Platt Street was originally paved with concrete and brick around 1930. Portions have seen asphalt pavement overlays in the 60's, 70's, 80's, and 90's, with the most recent overlay on the western third of the roadway in 2000. A half-block in each direction off Main Street was paved with new concrete pavement as part of the City's Downtown Streetscape project in 2016.

In general, asphalt pavement overlays are expected to last about 15 years. As mentioned, the pavement surface of the western third of this project is 18 years old. Except at Main Street, the

asphalt pavement surface on the remaining two-thirds of the roadway is 26 years old, and showing its age. The length of the project, with the exception of the new pavement at Main Street, is about 1.79 miles long. The Iowa DOT approached the City of Maquoketa in the summer of 2016 about addressing the pavement problems on IA Highway 64. The two agencies agreed to plan for a reconstruction/resurfacing project to be constructed in 2018.

Underground Pipes

The City hired a consultant to help them with preliminary design in early 2017. Along with the pavement woes, the City had been experiencing problems with some of the drainage and utilities within the corridor of Platt Street.

The existing water mains under the pavement of Platt Street are old, undersized, and of an inferior material. Water main-breaks occur frequently, especially under the eastern half of the project. Fire protection capabilities are gravely inadequate for much of the corridor – less than half what they should be for the various districts.

Accordingly, the wastewater collection system along the corridor is also old, in poor quality, and much of it is undersized. A sewer televising program performed recently revealed many problems with the existing pipes. Throughout the street length, joints are deflected and leaking, allowing both clean groundwater to enter, or wastewater to leave the pipes, depending on the level of groundwater. Pipes are cracked and have pieces missing all through the project. In addition, there are many areas where the pipes have settled, creating low points where solids build up, requiring frequent cleaning and maintenance. For about three blocks, the wastewater collection pipes exist on private property and actually have buildings constructed over top of them.

In the late 1990's, after properties to the south of East Platt Street had experienced recent frequent flooding, the City hired an engineering consultant to help determine what could be done to control the flooding. The study determined that the drainage and storm sewer system designed to take storm water runoff away from the properties was greatly undersized. A number of options for improvements were offered, including detention and parallel pipes, but the best solution was identified as a new storm sewer pipe to take the excess storm water to nearby Prairie Creek.

A similar problem existed on the west side of town – undersized pipes to take storm water from the south side of Platt Street to the north side – and it was also common to see floodwaters rushing across Platt Street. The City completed storm water management projects in 2007, 2009, and finally in 2017 to help to alleviate the flooding across W. Platt Street.

The City received BUILD grant in fiscal year 2019 and hired Bolton & Menk to do a preliminary design, environmental and final design for this corridor. The project is in process of getting let in August of 2020.

PROJECT SCOPE

The Consultant should not feel constrained to the preliminary scope of services as outlined in this RFP. Consultants are encouraged to include any ideas to improve the development of the Project as outlined and to recommend work not identified in this RFP.

The final contract scope of services may be adjusted to include items not listed in the preliminary scope of services, if it is determined that additional factors need to be investigated and addressed in the project development and design process.

The scope of services to be performed by the Consultant shall be completed in accordance with generally accepted standards of practice, the Iowa DOT Design Standards and Specifications and shall include the services and supplies to advance the project into construction. The scope of services shall include, but is not limited to, the following tasks:

1. Assisting with Iowa DOT process to get contract signed
2. Provide review of General Contractors, materials and submittals
3. Conducting preconstruction conference
4. Providing an interpretation of plans, along with scheduling, phasing and staging requirements
5. Providing construction survey and staking necessary for construction of the project in accordance with Iowa DOT requirements
6. Providing project construction inspection in accordance with Iowa DOT requirements
7. Completing materials testing as per Iowa DOT requirements
8. Preparing and reviewing pay estimates and change orders
9. Completing and compiling quarterly reports in accordance with Iowa DOT requirements
10. Completing and compiling materials paperwork
11. Completing paperwork for project closeout
12. Conducting a final audit with Iowa DOT

CONTRACT INFORMATION

- The City anticipates that the selection process will be completed by the end of June 2020. The selection committee will be conducting interviews with the top three most qualified consultants in the week of June 15th. The consultants will receive notice approximately one week prior to the interview date.
- The anticipated start date of the contract will be September 1, 2020.
- The estimated duration of the contract will be 28 to 34 months.
- The Contract Type – Project-Specific
- The Payment Method – Specific Rate of Compensation

GENERAL REQUIREMENTS

The City is following the Iowa DOT Instruction Memorandums for local public agencies I.M 3.310.

DBE GOAL

The City has determined to set the DBE goal at 5%. It is the policy of the Iowa DOT that Disadvantaged Business Enterprises shall have the maximum practicable opportunity to participate in the performance of contracts financed in whole or in part with federal-aid highway funds. Most of the work under this contract is expected to involve federal-aid highway funds. Consultants will be expected to demonstrate a good faith effort to meet this goal, and the selection process will include an evaluation of that effort. A list of certified DBE firms may be found on Iowa DOT's web site at: <https://secure.iowadot.gov/DBE/Home/Index/>

SELECTION INFORMATION

The Selection Committee will evaluate proposals on their ability to address the evaluation criteria.

The point value of each evaluation criterion is indicated below, adding up to a total of 100 points.

- **Key Staff and Experience– 40 Points (40%)**

This category refers to the quality and similarity of the consultant's previous projects to this project. In addition, technical ability and specialized expertise of the consultant's staff or sub consultants is also a factor for this category.

- **Technical Qualities, Past Experience, Knowledge of Federal and State Regulations and Ability to Work with Lead Agencies – 30 Points (30%)**

This category allows the selection committee to determine if there are certain technical qualities or understanding of the project that make one consulting firm stand out over another firm. knowledge of Federal and State regulations and ability to coordinate with lead agencies. This may include but is not limited to: the detail of their work, reputation from other agencies the firm has worked with, experience working with subcontractors or subconsultants, working with federal and state agencies like Iowa Department of Transportation, Federal Highway administration etc. and the success of previous projects.

- **Work Plan and Timeline – 5 Points (5%)**

Points will be awarded in this category based on the proposed timeline and work plan to meet schedule that is presented by each of the consulting firms.

- **Understanding Local Issues and Resources Available to Complete the Project – 10 Points (10%)**

This category awards points based on the staff available to work on the project, other projects the company is working on, the location of a firm and the technological resources available to complete the project. Show possible examples of risk management and mitigation.

- **Responsiveness – 10 Points (10%)**

This category awards points based on completeness of RFP and submittals. Demonstrate abilities to address development and coordination issues quickly and efficiently with all parties. Show examples of addressing critical issues on other projects.

- DBE Participation – 5 Points (5%)

The Selection Team will consider the Project Team’s willingness and ability to meet or exceed the established DBE involvement goal as stated in “General Requirements”.

PROPOSAL REQUIREMENTS

Please provide the following information in the order listed:

- All responders must provide adequate information on the response’s cover page to clearly identify the submittal is for the Iowa 64 Maquoketa Transformation (Platt Street Corridor) Construction Engineering and Inspection Services along with the replying firm and an email for the point of contact for the firm.
- Include your firm’s approach to addressing the identified tasks, your eligibility to meet the requirements of the “Required Work Categories” for the work you intend to perform, your understanding of the project’s scope and key issues. Briefly discuss similar projects the members on your team have completed in the past three to five years. This listing should be limited to the three most applicable projects.
- Include the name, qualifications, experience, office address and availability of the contract manager as well as the manager in charge of each major work task. This information should include the identification of similar projects managed or participated in by these individuals. The selection of a contract manager and work task managers by a firm will constitute a commitment by that firm and NO substitute managers will be allowed without prior written approval by the Iowa DOT.
- Include experience and qualifications as related to the “Required Work Categories” for any sub-consultants to be used and work they will perform.
- Include a detailed resume, summary of current workload and a time commitment for each professional or technical person to be assigned to the project. Identify the principal or manager who will serve as the project manager.
- A project schedule outlining the timeline and estimated completion date of each major task identified in your scope of work. This should include a schedule with a description of all deliverable products throughout the period. A graphical representation of the proposed schedule should be included.
- The location of the office where the majority of work will be performed.
- A disclosure of all work for other clients that may be affected by work on the proposed contract to avoid a potential conflict of interest.
- Include a statement that the consultant will meet the DBE goal. If the consultant cannot meet the minimum goal, include a commitment statement for the percentage of participation that they can meet.

- Inclusion of promotional literature of a general nature will not be considered in the selection process.

The proposal must be submitted as a single electronic PDF and be formatted to print on 8.5” x 11” pages. The proposal must be limited to 25 single-sided pages. All pages will be counted including: proposal covers, cover letter, dividers, appendices, etc. The maximum size limit of a **proposal is 7.5 megabytes**.

The electronic proposal must be submitted via email to publicworks@maquoketaia.com and carbon copy gcsmith@maquoketaia.com, kristinbowman@maquoketaia.com, cravada@ecia.org. An email will be sent confirming receipt of the proposal within 30 minutes or by 3:00 p.m. on the submittal deadline date, whichever is later.

Proposals are due by 3:00 pm on **May 22, 2020**.

Any technical questions or questions regarding this RFP shall be submitted via email to publicworks@maquoketaia.com and carbon copy gcsmith@maquoketaia.com, jcarr@maquoketaia.com, cravada@ecia.org . Any questions about this RFP must be received by noon on **May 01, 2020**. Questions and answers regarding this RFP will be posted with the RFP on the city website, <https://maquoketaia.com/platt-street-rfp/>

Any proposal not complying with all requirements stated in the RFP may not be accepted.

PUBLIC RECORDS LAW

The City of Maquoketa will treat all information submitted by a consultant as open records following the conclusion of the selection process. Open records are public records that are open for public examination and copying. The City of Maquoketa’s release of records is governed by Iowa Code Chapter 22 and 761 IAC Chapter 4. Consultants are encouraged to familiarize themselves with these laws before submitting a proposal.

STATEMENT OF NON-DISCRIMINATION

The selection and contract are subject to the provisions of Executive Order 11246 (Affirmative Action to Insure Equal Employment Opportunity). Federal and state laws prohibit employment and/or public accommodation discrimination on the basis of age, color, creed, disability, gender identity, national origin, pregnancy, race, religion, sex, sexual orientation or veteran’s status. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa DOT's affirmative action officer at 515-239-1422. If you need accommodations because of a disability to access the Iowa DOT’s services, contact the agency's civil rights/ADA coordinator at: 515-239-1514

REFERENCES

I.M. No. 3.310 Federal-aid Participation in Consultant Costs
https://www.iowadot.gov/local_systems/publications/im/3310.pdf

PPM 300.12 – Negotiated Contracts for Architectural, Engineering, and Related Professional and Technical Services (http://www.prof-tech-consultant.dot.state.ia.us/uploads/300_12.pdf)