

TOWN OF FRANKLIN
REQUEST FOR PROPOSAL FOR ENGINEERING SERVICES

August 27, 2020

VT RTE 236 CULVERT REPLACEMENTS

RF1-269-2.0

Background

The **Town of Franklin** is seeking design and construction-phase engineering services for replacement of two culverts south of Dewing Road on Route 236 (State Park Road). These culverts have been identified in the 2018 Lake Carmi Crisis Response Plan as critical infrastructure in need of replacement to reduce sediment loading to Lake Carmi via Dewing Brook, the third largest tributary entering the Lake. The Vermont Agency of Transportation (VTrans) has conducted hydraulic evaluations on both culverts and provided design recommendations and criteria necessary to meet Hydraulic Manual standards. These evaluations have been approved as preliminary engineering for the project. VTrans has issued a T1111 permit in advance of design. Both locations have been determined to be transmitting flow from intermittent streams and as such, no Stream Alteration permit(s) are required. However, coordination with the VT ANR River Management Engineer shall be expected to determine any additional design considerations. The need for additional environmental permitting for the project shall be assessed as part of design-phase services. Wetland permitting is not anticipated as part of this project.

Attention is directed to the fact that the proposed project may be undertaken with a variety of Federal and state funds (**Clean Water State Revolving Funds**) and that all work will be performed in accordance with the regulations issued by such agencies and the State of Vermont pertaining thereto.

See attached supporting documents:

Location Map.pdf

VTrans Hydraulic Memos.pdf

T1111 Permit.pdf Available on Request

Job Showing and Question Period

A non-mandatory job showing will be offered on September 10, 2021 at 1:00 PM. All interested firms are encouraged to attend. Questions received will be addressed by Addenda. The question period will remain open until September 17, 2021 at 3:00 PM..

Project Schedule

Construction for this project is targeted for late Spring/early Summer 2021. Final contract documents ready for advertisement must be completed no later than January 15, 2021, with goal to proceed to bid in order to have a construction contract in place by March, 2021.

Requirements

Procurement of services will be in accordance with elements of the procurement process in 40 U.S.C. § 1101-1104. Qualified firms/candidates interested in being considered for this project must submit 1 copy each of: (1) letter of interest; (2) statement of qualifications and experience of staff persons who will be involved with the project, including familiarity with the CWSRF program; (3) statement as to ability to meet the project deadlines; (3) references; (4) related prior experience; and 5)a itemized cost proposal for providing design-phase and construction-phase engineering based on the following deliverables and services requested, with any reimbursable expenses and exclusions clearly identified:

- Topographic Survey
- Final Design Plans
 - 30% Preliminary Alignments, Layouts, Hydraulic Profiles, Standard Notes, as applicable
 - 60% Profiles, Elevations, Completed Alignments, Layouts, and Hydraulic Profiles, Standard Details, as applicable
 - 90% Final Profiles, Elevations, Alignments, Layouts, and all Details, as applicable.
 - Final plans stamped and signed by a Vermont Registered Professional Engineer
- Technical Specifications
 - 30% Table of Contents
 - 60% Standard Technical Specifications
 - 90% Specialty Technical Specifications
 - Final specifications stamped and signed by a Vermont Registered Professional Engineer

- Contract Documents
 - 90% Draft EJCDC Front End Documents
 - Final, documents ready to bid, complete with dates for meetings and bids coordinated and accepted by the WID Construction Engineer.
- Preparation of Meeting Agendas, Submittals, Minutes
- Permitting
 - Provide Allowance for Securing of Local or State Permits and/or Coordination with appropriate programs for jurisdictional determinations
- Opinion of Probable Construction Cost
 - Preliminary- 30% Phase
 - Final- 90% Phase
- Bid Phase Services
 - Issuance of Bid Documents;
 - Attending Job Showings;
 - Preparation of Addenda;
 - Attending Bid Opening;
 - Evaluation of Bid/Recommendation to Award
 - Other services as necessary to meet bidding requirements of project and CWSRF criteria
- Construction Oversight Services
 - Provide General Engineering Administrative and Resident Project Representative services which includes inspection of project as necessary to verify conformance with plans, specifications, and permit requirements;

- Assist Owner with CWSRF requirements including: Disadvantaged Business Enterprise (DBE) provisions; American Iron and Steel provisions; Consolidated Appropriations Act; and Federal Wage Rates as determined under the Davis-Bacon Act;
- Review and approval of submittals;
- Review and recommendations for Contractor applications for payment;
- Conducting construction meetings, preparing minutes, replying to requests for information and distribution;
- Preparation of record drawings
- Close-out documentation
- Post-Construction Services for 12-month Warranty phase;
- Other services as necessary to meet construction requirements of project and CWSRF criteria

Submit the requested information or questions to the Town of Franklin, **Lisa Larivee, P O Box 82, Franklin, VT 05457**; no later than **4:00 pm on September 25, 2020** in order to receive consideration.

Evaluation of Proposals

The **Town of Franklin** shall evaluate the statements of qualifications, performance data, cost proposals and other material submitted by interested firms and select a minimum of three firms which, in their opinion, are best qualified to perform the desired services. Interviews with each firm selected shall be conducted, which may include discussions regarding anticipated concepts and proposed methods of approach. The **Town of Franklin** shall rank, in order of preference, these three professional firms deemed to be the most highly qualified and cost-effective to provide the design and construction-phase services required within the project deadlines. The highest ranked professional firm for engineering services shall be selected.

Invoicing

For reference in preparing cost proposals, approval of invoices for services rendered for the selected consultant will be based on agreed-to percentage of completed tasks/deliverables by phase.