

**CITY OF AUBURN**  
**REQUEST FOR PROPOSALS (RFP)**  
**Project CP1618 – Lake Tapps Parkway ITS Expansion Project**  
**Federal Aid No. STPUL-3290(014)**  
**Proposals Due: September 10, 2019**

The City of Auburn is soliciting Proposals from qualified consulting teams to provide professional services for the electrical design, geotechnical exploration and recommendations, environmental permitting and approvals, cultural & historical review, utility coordination, and construction assistance for the Lake Tapps Parkway ITS Project, CP1618.

**This project has a 6% UDBE goal.**

**One electronic copy (PDF) of the Proposal Package shall be emailed to J.Carter@auburnwa.gov on or before 4:00 pm, Wednesday, September 10, 2019 with a subject line “Proposal – Lake Tapps Parkway ITS Extension Project, CP1618”.** Questions regarding this solicitation should be directed to Jai Carter, Project Engineer, by email only at J.Carter@auburnwa.gov.

For specific instructions on information to include in the Proposal, refer to the section below titled *Proposal Elements*. Evaluation of the Proposals and ultimate consultant selection is identified in the section entitled *Selection Process and Evaluation Criteria* below. Although the use of subconsultants is recognized as being necessary for a multidiscipline project, the City’s preference is for the lead consultant to have the majority of the work performed in-house.

**PROJECT DESCRIPTION**

Lake Tapps Parkway is one of the City of Auburn’s largest thoroughfares and has an average daily traffic of 17,000 vehicles per day, including bus, freight and service vehicles. This corridor services our Urban Centers as well as regional traffic from SR 167 to other neighboring communities. This project will construct new Intelligent Transportation System (ITS) infrastructure along Lake Tapps Parkway from East Valley Highway to 62<sup>nd</sup> St SE (Sumner Tapps Hwy), and along A Street SE / East Valley Highway from 41<sup>st</sup> St SE/ Ellingson Rd to Lake Tapps Parkway. The entire project is located within City Right of Way. Funding for the project is provided by the City of Auburn Arterial Street Fund, and a federal grant. The total estimated cost of the project is \$1,005,000.00. Project design is anticipated start in January 2020 and be complete by May 2020.

This project will include:

1. Installing new 3” conduits, fiber optic cable installation, replace some aerial copper communication lines;
2. Designing a Variable Message Sign, ITS Pan Tilt and Zoom HD cameras, network communication upgrades, wireless connections to Evergreen Way;

3. An interconnection with the City of Sumner signal system at Lake Tapps Parkway/ 8<sup>th</sup> St E;
4. Weather stations at the top and bottom of Lakeland Hills, as well as other ancillary ITS infrastructure.
5. Pavement restoration, and any required ADA curb ramp upgrades.

## **SCOPE OF WORK**

The design contract will include project management, electrical design, geotechnical exploration and recommendations, environmental permitting and approvals, utility coordination, preparation of contract plans, specifications, engineering estimates and bidding/ construction assistance.

The project deliverables include:

- A Project Schedule;
- Contract documents, including Special Provisions, an Engineer's Cost Estimate and Contract Plans for 30%, 60%, 90%, 99% check set and final documents, and focus "over the shoulder" design review meetings;
- Environmental technical information, SEPA, and NEPA, permitting and approvals.

## **PROPOSAL ELEMENTS**

Each proposal is limited to a maximum of 10 numbered pages of content (excluding only the cover and any dividers) (minimum font size 10 Arial), and should address the following items relative to the project description:

1. The Project Team, including sub-consultants, expertise and experience with similar project designs within the last 5 years. Please include the following information:
  - Project name
  - Location and Project Costs
  - A brief description of the project
  - The firm's proposed role in the project
  - Project Team Member roles in the project
  - A project reference and contact phone number.
2. List and describe briefly what you think are important issues, including any unique design or project constraints, and attributes of your firm that may set it apart, or make it particularly well-suited for the work at hand.
3. The Project Team's approach to the project and the anticipated schedule.
4. Your firm's process/procedures for providing quality assurance/quality control throughout the life of the project.
5. Your firm's plan for engaging DBE services in delivering this project.
6. Your firm's familiarity with WSDOT/FHWA standards.

## **SELECTION PROCESS AND EVALUATION CRITERIA**

A committee of City personnel will evaluate and rate the proposals on the following criteria:

1. Project Team Experience
2. Past Performance and References
3. Approach to project and schedule
4. Quality Assurance / Quality Control Plan
5. DBE Participation Plan
6. Familiarity with WSDOT/ FHWA Standards

Following the evaluation of the Proposals, the City may interview up to 3 of the prospective consultants. Those firms selected for interview will have the opportunity to present their past experience with similar projects and overall project approach.

### **SELECTION SCHEDULE**

The City's proposed schedule for Consultant selection, subject to change, is as follows:

Issue Request for Proposals	August 20, 2019
Deadline for Submittal of Proposals	September 10, 2019 @ 4:00 pm
Preliminary Selection of Firms	September 17, 2019
Notify Firms Chosen for Interviews	September 19, 2019
Consultant Interviews	September 23 – Oct 3, 2019
Final Selection of Design Firm	October 3, 2019
Execution of Consultant Agreement	December 2019
Notice to Proceed	January 2020
Contract Completion	May 2020

### **TERMS AND CONDITIONS**

The City of Auburn reserves the right to reject any and all Proposals and to waive irregularities and informalities in the submittal and evaluation process. This solicitation for Consultant Services does not obligate the City of Auburn to pay any costs incurred by respondents in the preparation and submission of a Proposal. This solicitation does not obligate the City of Auburn to accept or contract for any expressed or implied services. Furthermore, the City of Auburn reserves the right to award the contract to the next most qualified Consultant if the selected Consultant does not execute a contract within thirty 30 days after the award of the proposal.

The City of Auburn in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. Persons with disabilities may request this information be prepared and supplied in alternative forms by calling 253-931-3010.

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award. The City of Auburn does not discriminate on the grounds of race, color, religion, national origin, sex, sexual orientation, age or handicap in consideration for a project award.

Dates of publication in the Seattle Daily Journal of Commerce, August 20, 2019 and August 27, 2019.

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