

CITY OF AUBURN
REQUEST FOR PROPOSALS (RFP)
Project CP1622 – Auburn Way South Corridor Improvements
Hemlock to Poplar
Federal Aid No. STPUL 0164(020)
Proposals Due: Friday, August 30, 2019 @ 4:00 pm

The City of Auburn is soliciting Proposals from qualified consulting teams to provide professional services for the design, permitting, right of way acquisition, environmental permitting and approvals, channelization plans, and bidding assistance for the CP1622 – Auburn Way South Corridor Improvements - Hemlock to Poplar Project.

This project has a 9% UDBE goal.

5 copies of the Proposal Package must be submitted on or before **4:00 pm, Friday, August 30, 2019**, 25 West Main St, Auburn, WA 98001 or dropped off at One East Main St, Auburn WA, 2nd Floor Customer Service Center. Proposals shall be sent in a sealed envelope and clearly marked: ***“Proposal – CP1622 – Auburn Way South Corridor Improvements - Hemlock to Poplar”*** in the lower left corner. Questions regarding this solicitation should be directed to Jeffrey Bender, Project Engineer, by email only at jbender@auburnwa.gov.

For specific instructions on information to include in the Proposal, refer to the section below entitled *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

Auburn Way South (SR 164) is a regionally significant route and provides important economic and transportation benefits. As such, the City obtained federal grant funds in the amount of \$1,500,000 for preliminary engineering to provide improvements to the portion of Auburn Way South from Hemlock St SE to Poplar St SE. The right-of-way acquisition phase will be funded with City of Auburn monies. No funding has been secured to date for the construction phase. Design, environmental and channelization is anticipated to start in January 2020 and be completed in January 2021. Right-of-way is anticipated to start in January 2021 and be completed by November 2021.

This project will include:

1. Reconstruction of the roadway to a 5-lane road section that consists of two through lanes in each direction and a center turn-lane with U-turn/transit pullouts as needed/warranted; and
2. Signing, striping, curb and gutter, 10-foot wide sidewalks, street lighting, street trees and ITS improvements; and

3. It is anticipated that a new storm drainage main will need to be extended from the existing storm system to serve the project. Modeling to determine the slope and pipe sizing of the new storm system will be completed by the consultant as part of the storm water report; and
4. Storm drainage water quality and detention facilities per the City of Auburn's Surface Water Management Manual; and
5. A new traffic signal near the intersection of Noble Ct SE and Auburn Way South with intelligent transportation system connectivity to support access to Chinook Elementary School, including ADA compliant ramps, audible pedestrian push buttons and countdown signal heads; and
6. It is anticipated the existing 10-inch cast iron water main will need to be replaced.

SCOPE OF WORK

The design contract will include project management, right of way acquisition and negotiations per the Local Agency Guidelines (LAG) manual, environmental approvals and permitting, preparation of storm water reports per the City of Auburn's Surface Water Management Manual and WSDOT Runoff Manual, preparation of contract plans and specifications, engineering estimates, WSDOT channelization plans and approval, and bidding assistance.

The project deliverables include:

- A Project Schedule;
- Contract documents, including Special Provisions, an Engineer's Cost Estimate and Contract Plans including the WSDOT channelization plans for 30%, 70%, 95%, 99% check set and final documents; and
- Environmental technical information, storm water reports, channelization plans to meet WSDOT requirements, SEPA, NEPA, permitting, and public outreach.

PROPOSAL ELEMENTS

Each proposal is limited to a maximum of 15 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. Identify the proposed Project Team, including sub-consultants and UDBE participation, expertise and experience with similar project designs within the last 5 years. Please include the following information:
 - Project name and Location
 - Total Project Costs
 - A brief description of the project
 - The firm's 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 or project constraints, and identify the attributes of your firm that may set it apart, or make it particularly well-suited to address the issues.
3. Identify your firm's general approach to the project and the anticipated project schedule.
4. Describe specific lessons learned faced by your firm/team regarding similar projects and what those lessons learned taught the team. Your firm's process/procedures for providing quality assurance/quality control throughout the life of the project.
5. 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, weighted as indicated:

1. Project Team Qualifications (20%)
2. Important Issues (20%)
3. Firms Approach and Schedule (20%)
4. Lessons Learned and Quality Assurance / Quality Control Plan (25%)
5. Familiarity with WSDOT/FHWA standards (15%)

Following the evaluation of the Proposals, the City will 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 7, 2019
Deadline for Submittal of Proposals	August 30, 2019 @ 4:00 pm
Preliminary Selection of Firms	September 13, 2019
Notify Firms Chosen for Interviews	September 17, 2019
Consultant Interviews	Week of September 30, 2019
Final Selection of Design Firm	October 3, 2019
Execution of Consultant Agreement	January 2019
Notice to Proceed	January 2019
Contract Completion (Design/Right-of-Way)	November 2021

Upon completion of consultant services for design and PS&E preparation, the contract may be supplemented for construction engineering services, at the City's discretion.

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. This material can be made available in an alternate format 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 7, 2019 and August 14, 2019.

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