

REQUEST FOR PROPOSAL

City of Dublin, Ohio
Division of Engineering

US 33/SR 161 & Post Road/Frantz Road Intersection Alternatives Analysis

EXECUTIVE SUMMARY

The City of Dublin is requesting proposals to develop an intersection alternatives analysis for the intersection of US 33/SR 161 & Post Road/Frantz Road.

As such, the City is currently in the process of procuring the professional services of a consulting engineering firm to prepare an alternative analyses report exploring innovative concepts for this intersection. The City of Dublin, Division of Engineering is hereby requesting a PROPOSAL from selected, multi-disciplined, professional engineering consulting firms. The majority of the design professionals involved with the project must be located in Central Ohio. The selected firm will provide the professional engineering services for this project in accordance with the attached Project Description and Scope of Services.



US 33/SR 161 & Post Road/Frantz Road Intersection

1.0 PROJECT DESCRIPTION

- 1.1** The project will evaluate the intersection of the US 33/SR 161 & Post Road/Frantz Road and develop alternative intersection improvements. The work will also include analyzing the effects of these improvements at the I-270 and US 33 interchange. This project will consider alternatives to the current intersection design to create a safer, more efficient, and pedestrian friendly intersection. **The Consultant must prepare and evaluate at least six intersection improvement alternatives.**
- 1.2** Pedestrian facilities and accommodations must be fully considered, including grade separations, for each alternative developed.
- 1.3** The Consultant must coordinate with the Western Roads Alignment study being performed for the Bridge Street District and the current Phase 1 and future Phase 2 improvement plans for the I-270 and US 33 interchange.
- 1.4** Prior Plans & Studies: The Consultant can refer to the Bridge Street District Transportation Planning Study (June 2014), Bridge Street District Transportation Report (April 2012), Bridge Street District zoning code, and the Frantz Road North studies (2008 and 2009).
- 1.5** This project will identify limits of the limited access right-of-way (L/A) and any potential impacts the L/A may have on this project, including development of an IMS, IOS, or other related study type, and coordination with ODOT if needed. If needed, an IMS or other study type identified will be incorporated into this work on an If Authorized basis.
- 1.6** This work will include establishing existing traffic volumes, year 2040 volume projections, and existing and future capacity analyses for all intersections included in the project. Horizon year 2040 volume projections will occur by one, or a combination of, the following methods: Dublin Travel Demand Model output modified to reflect the 2040 horizon year, ODOT Certified Traffic and/or MORPC Regional Travel Demand Model output.
- 1.7** Preliminary layouts, both horizontal and vertical, will be prepared, right-of-way impacts, any associated utility impacts, and any environmental concerns will be identified as part of this project for each alternative.
- 1.8** Preliminary programming level construction cost estimates and right-of-way estimates shall be prepared for all alternatives developed. Proposed alternatives may need to be broken into construction phases for fiscal purposes, and this breakdown is included in the work to be performed.
- 1.9** Additionally, a preliminary design of drainage layouts, including post construction best management practices (BMP) mitigation approach and possible locations, is necessary for each alternative.
- 1.10** Maintenance of traffic (MOT) analysis shall be provided of the primary MOT concepts as they apply to the alternatives, along with development of conceptual detour routes.

- 1.11** Conclusions and a final recommendation that are supported by the alternatives analysis will be prepared and incorporated into a summary report. The report shall include all documentation for the various stages of the project, including the existing conditions, future conditions, intersection layouts, pros and cons for each alternative, including an alternative evaluation matrix that compares/contrasts each potential solution. An executive summary of the study will be included in the report.
- 1.12** A detailed project schedule is required with submission of proposal. The project schedule must include dates for key tasks and the overall completion date. The consultant must demonstrate the ability to meet their proposed schedule.
- 1.13** The Consultant will be available for two Community and two City Council meetings to present intersection improvement alternatives, if requested.
- 1.14** Status updates: The Consultant will provide written project updates on a weekly basis via e-mail.

2.0 DELIVERABLES

- 2.1** The consultant shall prepare a final report that includes documentation from the various phases of the project to create a cohesive and comprehensive account of the project.
 - At 30% completion, a draft report including a preliminary alternatives matrix with planning level cost estimates will be submitted to City staff for review. Milestone date to be presented in the proposal by the consultant.
 - A 90% complete report will be submitted to City staff for review prior to final submittal. All project documentation will be provided in hard copy and electronic (PDF) format. Milestone date to be presented in the proposal by the consultant.
 - The final report will be prepared in 8.5x11 format with graphics not exceeding 11x17. The final report is due **January 30, 2017**.
- 2.2** Consultant must incorporate comments from Dublin and provide a disposition of comments in subsequent submittals.
- 2.3** The consultant shall summarize, and format specifically, any and all recommendations and graphics for posting on the city's website.

3.0 TIME OF COMPLETION

- 3.1** The Consultant affirms that time is of the essence regarding the execution of this project and furthermore accepts the City's commitment to completion dates listed in Section 2. Therefore, the Consultant commits to work with the City to perform their professional services expeditiously.

- 3.2** Failure of the Consultant to comply with the above-established deadline will jeopardize consideration of the Consultant for providing professional engineering services on future City projects and may be used as cause to reject future proposals submitted by the Consultant to the City.

4.0 PROPOSAL CONTENT

Evaluation of the Proposals and ultimate selection of the consultant shall be based on the following criteria:

4.1 Firm and Individual Qualifications

- The competence of the firm to perform the required services as indicated by its background and experience on similar projects. Consultant should list and describe no more than five (5) projects that best demonstrate their experience on similar projects and additionally provide the Estimated Construction Cost and the Final Construction Cost of each project.
- Technical qualification, training, education, and experience of the offerer's principals and key technical personnel who would be assigned to perform the work. Resumes shall only be included in the Proposal for those individuals who will actually be involved in the project and assisting in the performance of the work. No other resumes shall be included.
- Name and experience of principal responsible for the work.
- Name and experience of project engineer who would be responsible for managing the project for the Consultant and would be the primary contact with the City during the progress of the work.
- Name and experience of engineers and/or technicians who would be assisting in the performance of the work.
- Name and experience of key personnel from all subconsultants who would be assisting in the design and completion of this project.

4.2 Capacity to Perform the Work

- Consultant's statement of understanding of and approach to the Scope of Services and other requirements relating to performance of their work. The project understanding and approach needs to cover all elements through final design.
- The capacity of the firm to perform the required services competently and expeditiously to meet proposed schedules as indicated by the firm's size and availability of necessary personnel, subconsultant(s) availability, current workload, and equipment and facilities.

4.3 Time of Completion

- The demonstrated commitment of the firm to perform the work expeditiously and without delay.
- The ability of the firm to meet the Time of Completion as outlined in Sections 2 and 3.

4.4 Compensation

- All professional services will be provided on a cost plus fixed fee basis. Fees for additional items, as requested and authorized, will be established separately. The proposed fee will be based on completion of the report no later than **January 30, 2017**. Failure to submit fee proposal may cause the City to reject Proposal for this project.

4.5 References

- Quality, responsiveness, timeliness, and cost of work previously performed and completed for the City or other municipalities.
- Completeness of thoroughness of work performed. Accuracy of previous estimates of professional fees and estimated construction costs relative to final construction costs.
- Capabilities of key technical personnel who were assigned to perform and complete the work.
- Capabilities of key technical personnel from all subconsultants who were assigned to perform and complete the work.
- The ability of the consulting firm to meet schedules and deadlines.
- The ability of the consulting firm to control costs and meets budgets.
- Overall communication and cooperation of the consulting firm and its principals and key technical personnel with the client.

5.0 PROPOSAL REQUIREMENTS

- 5.1** Responding firms shall include in their Proposals all the information that is requested in Section 4, Proposal Content. Firms are encouraged to provide any additional information they feel will further demonstrate the firm's qualifications and abilities to acceptably complete this project but are hereby instructed to limit such additional information to that which is directly relevant to the services being requested.
- 5.2** The Proposal shall not exceed twenty-five (25) pages. Any superfluous information included not relevant to the services being requested only lengthens the review of a Proposal and could certainly detract from the true merits of the Proposal. Three (3) copies shall be submitted.



- 5.3** Electronic submissions will be accepted. The submission must be compatible with Adobe Acrobat, in a single file, and be formatted to print on standard office paper sizes. No pages shall be larger than 11x17. Fax submissions will not be accepted.
- 5.4** All material submitted in accordance with this RFP becomes property of the City and will not be returned.

If you have any questions regarding this RFP, please contact the **City's Project Manager, Jeannie Willis, PE**, (614) 410-4633; jwillis@dublin.oh.us. Any other contact with City personnel related to this RFP, prior to the formal selection of the consultant, is expressly prohibited without the consent of the City's Project Manager, Jeannie Willis, PE.

The Proposal should be submitted to the following address no later than **4:00 PM on February 26, 2016**. Proposals received after this deadline will NOT be considered.

Consultants should submit their Proposal to:

Tina Wawzkiewicz, PE
City of Dublin, Ohio
Division of Engineering
5800 Shier Rings Road
Dublin, OH 43016

or

twawzkiewicz@dublin.oh.us