

REQUEST FOR PROPOSALS
for
TOWER ROAD SLIDE AREA RECONSTRUCTION
PROJECT NO. ST01-973

PROJECT DESCRIPTION

The City of Rapid City proposes to reconstruct one or more areas of Tower Road currently experiencing slope instability or exhibiting a substantial potential for future slope instability. A map of the Tower Road area showing the known slope instability/proposed repair area is attached.

Design criteria for the Tower Road Slide Area Reconstruction shall include the current City of Rapid City Street Design Criteria Manual.

Additional background information includes: a preliminary geotechnical investigation of the known slope instability area performed in 1998 by FMG, Inc.; and the current City of Rapid City Capital Improvement Program budget/schedule.

SCOPE OF SERVICES REQUESTED

1. PRELIMINARY DESIGN PHASE

- 1.1. Review information such as: pertinent geologic studies and data of the area; the US Highway 16 Corridor Study (currently incomplete); current City of Rapid City traffic count data; and any other pertinent data.
- 1.2. Perform the following study tasks:
 - 1.2.1.1. Identify potential development trends for the Tower Road area;
 - 1.2.1.2. Identify any further areas of potential slope instability along existing Tower Road;
 - 1.2.1.3. Identify potential new alignments of Tower Road that would avoid existing areas of instability, yet still be able to serve the area;
- 1.3. Recommend design alternatives for the reconstruction of the unstable area(s) of Tower Road and for any alignment changes identified;

- 1.4. Prepare preliminary opinion of probable construction cost for the various alternatives;
- 1.5. Assist the City with property acquisition for selected realignments, and perform legal survey for property acquisition, and prepare plats and/or easement exhibits, as necessary;
- 1.6. Define the scope of geotechnical investigations as may be necessary for design, and coordinate with geotechnical engineer;
- 1.7. Prepare preliminary systems layouts of all necessary utility infrastructure within the proposed project limits. This may include: water main size and location, hydrant and mainline valve locations; sanitary sewer main size and location, manhole locations; and other, privately owned utility main and appurtenance locations.
- 1.8. Prepare Preliminary Design Report, including layout maps for future systems, with recommendations for review and comment by City staff, and conduct a review meeting with City staff.

2. FINAL DESIGN

- 2.1. Provide complete plans and specifications for a unit price construction contract;
- 2.2. Provide route and topographical survey, (establish land ties and bench marks, locate property corners, and field locate all existing utilities). Scale of plan & profile sheets, 1" = 20' Horizontal., 1" = 5' Vertical. Construction staking information shall include either 1.) on plans: Station offsets of all PC's, PI's, PT's, and any angle points; and curve data, or 2.) in tabular format on a plan sheet: coordinates and description of intervisible control points, curve data, and coordinates of all items of work requiring field staking. Benchmark information shall be provided on each sheet;
- 2.3. Provide project layout plan to include lot lines (front and side) and addresses of all properties in the service area;
- 2.4. Coordinate directly with utility companies' engineering divisions to ensure that all existing utilities are completely and accurately located in the field; that pertinent information regarding depth, material, size, etc. are noted on the plans; and that conflicts requiring relocation of utilities or special construction techniques are fully specified in the contract documents;
- 2.5. Provide general sequence of construction requirements in order to facilitate the reconstruction of the unstable areas;

- 2.6. Provide Detailed Specifications supplementing the City of Rapid City Standard Specifications as necessary;
- 2.7. Provide Traffic Control Plans identifying detour routes and sign age for various stages of construction;
- 2.8. Prepare opinion of probable construction cost (engineer's estimate) for the project;
- 2.9. Prepare final Right of Way acquisition exhibit documents.
- 2.10. Deliver the following: construction plans on 22" x34" mylar for printing by the City; construction plans on disk in Autocad 14.0 format; complete specifications on disk in Word 97 format for printing by the City; a unit price cost estimate and a Bidder's Proposal on disk in Excel 97 format, utilizing the City of Rapid City Excel 97 Project Workbook and the City of Rapid City Excel 97 Engineers Estimating Guide.

3. BIDDING PHASE

- 3.1. Provide standard bidding phase services, e.g. attend Prebid Conference, issue addenda to the bid documents if required, review pre-qualification submittals if required, assist owner in evaluating bids, etc. Bid tabs will be prepared by the City of Rapid City.

4. CONSTRUCTION PHASE

- 4.1. Provide construction management services as negotiated, which may include:
 - 4.1.1. Attend preconstruction conference and periodic progress meetings;
 - 4.1.2. Review and take action on shop drawings, test results, and other submittals;
 - 4.1.3. Provide construction observation, make periodic site visits at intervals appropriate to the various stages of construction;
 - 4.1.4. Issue statement of substantial completion;

5. MEETINGS AND SUBMITTALS

- 5.1. Project team members will include the consultant; City staff from Engineering Division (project management, design and construction coordination), City staff from operations divisions, e.g. Street Maintenance Division (O&M related issues), and [other departments as appropriate, e.g. Planning Department (master planning, traffic planning)];

5.2. Meetings requiring the Consultant's participation will include:

- Kick-off Meeting
- Preliminary Design Report Presentation and Discussion
- 65% Plans and Specifications Review
- 95% Plans and Specifications Review
- Prebid Conference
- Preconstruction Conference
- Construction Progress Meetings

5.3. Submittals required during the design phase include:

- Preliminary Design Report
- 65% Plans and Specifications, Right of Way Easement and Acquisition documents
- 95% Plans and Specifications
- 100% Plans and Specifications

PROJECT SCHEDULE

Contract Negotiations Complete	Thursday, May 25, 2000
Notice to Proceed with Design	Tuesday, June 6, 2000
Preliminary Design Report Submittal	Wednesday, August 16, 2000
65% P&S Submittal/ROW Exhibits	Wednesday, 11 October, 2000
95% P&S Submittal	Monday, 27 November, 2000
100% P&S Submittal	Wednesday, 20 December, 2000

PROPOSAL SUBMISSION

Please submit three (3) copies of your cost proposal no later than 28 April, 2000.