

**REQUEST FOR PROPOSALS
for
TALLENT ST. WATER MAIN RECONSTRUCTION
PROJECT NO. SSW04-1263
CIP#50358**

PROJECT DESCRIPTION

The City of Rapid City proposes to re-construct a portion of Tallent Street from East of Elm Avenue to East Meade Street and limited portions of Maywood Drive, Walnut Drive, Ivy Avenue and Birch Avenue. This project consists of approximately 3,700 lineal feet of new 8” PVC water main, with associated service repairs, approximately 1,090 lineal feet of new 8” PVC sewer main, with associated service repairs, 39,000 square feet of new, reconstructed asphalt concrete street and 14,000 square feet of asphalt concrete patch and overlay, and 2,800 lineal feet of new curb and gutter.

It is anticipated that portions of this work, where sewer reconstruction is unnecessary, can be limited to installation of new water main and service line replacement with an asphalt patch over the water main trench followed by a mill/overlay. Other portions, where existing clay tile sewer mains are faulted/failed, will likely need to be reconstructed curb to curb. (See attached maps.)

Because of the nature of the project and the need to substantially complete construction of this project in the 2004 construction season, the City proposes to hire a design consultant to perform the requisite investigations, surveys, design and plans preparation, and related work as noted here in.

Consultant shall prepare an initial opinion of probable cost for project scoping to stay within the proposed budget. The Consultant shall also prepare a final opinion of probable costs and prepare bid ready plans, specifications, and other bid documents within a short time period. The plans shall provide construction criteria for water main, water service lines, sewer main, sewer service lines, storm sewer inlets and main, street pavement and curb and gutter and associated driveways and sidewalk as necessary. Said project components shall utilize City of

Rapid City Standard Specifications, current edition, City of Rapid City Drainage Criteria Manual, City of Rapid City Drafting Standards, Ten States Standards, and similar City of Rapid City provided guidelines. Additional background information includes the recent Hawthorne Avenue Street and Utilities Reconstruction, Project #SS98- 806, and the aforementioned attached maps with project limits as shown.

The project currently has total budget of \$535,000.00, including design, construction and property acquisition, as necessary. Funding for the project is from the 833 Sewer Enterprise Fund, the 8910 Street Fund, the 8911 Drainage Fund and the 933 Water Enterprise Fund.

SCOPE OF SERVICES REQUESTED

1. PRELIMINARY DESIGN PHASE

- 1.1. Review all available information such as geotechnical investigations, reports, previous plans, studies, etc. in addition to background information listed above.
- 1.2. Recommend construction materials, pavement design, alignments, etc.
- 1.3. Prepare preliminary opinion of probable construction cost.
- 1.4. Assist the City with property acquisition as needed; perform legal survey of City of Rapid City property (roadway) within the project limits, locating all existing property corners therein; and prepare plats and/or easement exhibits as necessary to complete the construction project.
- 1.5. Define the scope of additional geotechnical investigations as may be necessary for final design, assist the City in negotiation of an agreement for geotechnical engineering services, and coordinate with geotechnical engineer.
- 1.6. Prepare preliminary systems layouts, e.g. locations of all hydrants, mainline valves, new and existing water mains in and immediately adjacent to service area.
- 1.7. Prepare Preliminary Design Report, including various infrastructure components required, 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. Plan sheets shall be prepared utilizing the latest City of Rapid City Drafting Standards.
 - 2.2. Provide route and topo survey, establish land ties and benchmarks, locate property corners, and field locate all existing utilities. At least two control points at each end of the project shall be tied vertically and horizontally to the existing City of Rapid City Area Monuments Control utilizing the state plane coordinate system. Topographic survey and design layout shall utilize a local datum tied to at least one of the Rapid City Area Monuments tied control points. Scale of plan & profile sheets, 1" = 20' Horiz., 1" = 5' Vert. Construction staking information shall include either of the following formats:
 - 2.2.1. On the Plans
 - Station, offset and coordinates of all PC's, PI's, PT's, and any angle points
 - Curve data
 - Station, offsets and coordinates for all items of work requiring field staking
 - Coordinates and description of inter-visible control points
 - 2.2.2. In tabular format on a plan sheet
 - Coordinates and description of inter-visible control points
 - Curve data
 - 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 adjacent to construction.
 - 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 [list purpose, e.g. to coordinate utilities construction with the street construction, to ensure no interruption of service to sewer users, and to assist in scheduling of City personnel and resources..
- 2.6. Provide Detailed Specifications supplementing the current City of Rapid City Standard Specifications as necessary.
- 2.7. Provide Traffic Control Plans identifying detour routes and signage for various stages of construction.
- 2.8. Prepare a final opinion of probable construction cost (engineer's estimate) for the project.
- 2.9. Prepare any permits required, e.g. SDDOT utility occupancy permit with exhibits.
- 2.10. Deliver the following:
 - Construction plans on 22"x34" mylar for printing by the City
 - Construction plans on CD in AutoCAD Release 14 format or newer.
 - All topographic, control, and design points in the .dwg file and in tabular format, both on disk and on a hard copy print-out
 - Complete specifications on disk in Word 97 format for printing by the City
 - A unit price cost estimate on disk in Excel 97 format

3. BIDDING PHASE

Provide the following standard bidding phase services:

- Attend Pre-bid Conference
- Issue addenda to the bid documents if required

Bid tabs will be prepared by City.

4. CONSTRUCTION PHASE

Provide construction management services as negotiated, which may include:

- Attend preconstruction conference and periodic progress meetings
- Review and take action on shop drawings, test results, and other submittals

- Provide construction observation - make periodic site visits at intervals appropriate to the various stages of construction.
- Prepare and issue changes to the plans or specifications as necessary
- Coordinate with the general contractor to prepare as built plans drawings
- Issue statement of substantial completion

5. MEETINGS AND SUBMITTALS

5.1. Project team members will include:

5.1.1. The consultant

5.1.2. City Engineering Division staff

- Project management
- Design
- Construction coordination

5.1.3. Operations divisions staff

- Water Division (service area and O&M related issues)
- Fire Department (emergency access routes, fire flows and hydrant locations)

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

- Kick-off Meeting
- Preliminary Design Report Presentation and Discussion
- Utility companies coordination meeting
- 35% 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
- 35% Plans and Specifications
- 95% Plans and Specifications

- 100% Plans and Specifications

PROJECT SCHEDULE

Contract Negotiations Complete	25 February, 2004
Notice to Proceed with Design	2 March, 2004
Preliminary Design Submittal	22 March, 2004
[Other intermediate milestones]	19 April, 2004
100% P&S Submittal	5 May, 2004]

PROPOSAL SUBMISSION

Please submit five (5) copies of your proposal no later than 20 February, 2004