

REQUEST FOR PROPOSALS
for
CHAPEL LANE BRIDGE WIDENING
PROJECT NO. ST04-1359
CIP #50016

PROJECT DESCRIPTION

The City of Rapid City proposes to construct an additional lane (widening) on the east side of the Chapel Lane Bridge (SDDOT bridge # 52-398-303). This bridge is located across Rapid Creek on Chapel Lane immediately south of the intersection of Chapel Lane and Jackson Boulevard/ SD Highway 44. See the attached Map # 1.

Design criteria for this bridge widening project shall include various City of Rapid City design criteria manuals, Ten States Standards, etc.

The project currently has total budget of \$300,000.00, including design and construction. Funding for the project is from the 505-8910-4370 (Street Improvements) Fund.

SCOPE OF SERVICES REQUESTED

1. PRELIMINARY DESIGN PHASE

- 1.1. Review information contained in the latest joint City of Rapid City bridge inspection (2002) and the recent City of Rapid City ST03-1161 Bridge Repairs Project and original bridge construction plans.
- 1.2. Prepare preliminary opinion of probable construction cost.
- 1.3. Define the scope of additional surveying, testing, data acquisition, or 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.

- 1.4. Prepare preliminary systems layouts for utilities attached to the bridge or located nearby that may be impacted by the construction.
- 1.5. Prepare Preliminary Design Report, including the various infrastructure components required such as 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 bench marks, locate property corners, bench marks 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 intravisible control points
 - 2.2.2. In tabular format on a plan sheet
 - Coordinates and description of intravisible control points
 - Curve data
 - Coordinates of all items of work requiring field stakingBenchmark 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 ensure no interruption of service to users, etc.
- 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 opinion of probable construction cost (engineer's estimate) for the project.
- 2.9. Prepare any permits required.
- 2.10. Deliver the following:

Construction plans on 22"x34" mylar for printing by the City

- Construction plans drawings 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 Prebid 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
- Prepare revised plans drawing and specifications when necessary to accommodate construction changes necessary to the timely completion of the project.
- Issuance of statement of substantial completion will be performed by the City.
- Prepare one set of as-built plans drawings and provide a copy of the revised drawings in CD form.

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

- Fire Department
- Police Department

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

- Kick-off Meeting
- Preliminary Design Report Presentation and Discussion
- Utility companies coordination meeting
- 60% 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
- 60% 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