

**CITY OF LA VISTA**  
**MAYOR AND CITY COUNCIL REPORT**  
**APRIL 4, 2017 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
AUTHORIZATION TO ADVERTISE REQUEST FOR PROPOSALS – STREETSCAPE PLAN	◆RESOLUTION ORDINANCE RECEIVE/FILE	CHRISTOPHER SOLBERG CITY PLANNER

#### **SYNOPSIS**

A resolution has been prepared authorizing the advertisement of a Request for Proposals (RFP) for the preparation of a Streetscape Plan for 84<sup>th</sup> Street.

#### **FISCAL IMPACT**

The FY 16/17 Budget provides funding for this project as part of the 84<sup>th</sup> St. Public Improvements Redevelopment Project. The project will carry over to the next fiscal year and will require funding under the same budget item in the FY 17/18 budget.

#### **RECOMMENDATION**

Approval.

#### **BACKGROUND**

In 2010, the City completed A Vision Plan for 84<sup>th</sup> Street (Vision 84), which included an extensive public process and the adoption of a master plan identifying the vision for 84<sup>th</sup> Street as the creation of a downtown for the community. *“The 84<sup>th</sup> Street corridor will be the central city core, with a memorable and distinct identity, a vibrant mix of land uses, a sense of community and a high quality of life for residents.”*

The Vision 84 plan called for “Unique streetscape enhancements along 84th Street” as one of the goals of the master plan. To complete these enhancements, a streetscape plan needs to be drafted.

The City is requesting proposals from qualified consultants who can assist in completing design services for landscape and streetscape improvements along the 84th Street corridor. The project area includes all public right-of-way along 84th Street between Harrison Street and Giles Road (see Exhibit 1 in the RFP), the approaches to 84th Street from Harrison Street and Giles Road, as well as Park View Blvd. from 84th Street to Lillian Ave and Brentwood Drive, from 84th Street to S 87th Street.

The proposed schedule for the RFP and consultant selection process is the following:

Release Request for Proposal:	April 5, 2017
Publication of RFP:	April 12, 2017
Proposal Responses Due:	May 1, 2017
Finalists Notified:	May 11, 2017
Interviews / Reference Checks Completed:	May 15-19, 2017
Final Selection:	June 6, 2017
Contract Awarded:	June 20, 2017
Work Begins:	June 27, 2017

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**RESOLUTION NO. 17-**\_\_\_\_\_

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA,  
NEBRASKA AUTHORIZING THE ADVERTISEMENT FOR BIDS FOR PREPARATION OF A  
STREETSCAPE PLAN FOR 84<sup>TH</sup> STREET.

WHEREAS, the City wishes to contract for consulting services to prepare a Streetscape Plan for 84<sup>th</sup> Street; and

WHEREAS, the City has prepared a Request for Proposals (RFP) and draft Scope of Work for these services.

NOW, THEREFORE BE IT RESOLVED, that the City of La Vista hereby authorizes the advertisement of bids for the preparation of a Streetscape Plan for 84<sup>th</sup> Street with a Request for Proposals (RFP) and draft Scope of Work prepared by City staff, which copies of said RFP may be obtained from the City Clerk and said proposals are to be submitted by 12:00 p.m. (Noon) at La Vista City Hall, 8116 Park View Blvd., La Vista, Nebraska on May 1, 2017.

Advertise for Bids April 12, 2017

Proposals Due May 1, 2017

Tentative Award Date June 6, 2017

PASSED AND APPROVED THIS 4<sup>TH</sup> DAY OF APRIL, 2017.

## CITY OF LA VISTA

Douglas Kindig, Mayor

**ATTEST:**

Pamela A. Buethe, CMC  
City Clerk

## REQUEST FOR PROPOSALS

### Streetscape 84 A Streetscape Plan for 84<sup>th</sup> Street City of La Vista, Nebraska

#### Purpose

The City of La Vista, Nebraska is seeking proposals for an 84<sup>th</sup> Street Streetscape Plan from firms that are interested, experienced, and knowledgeable in preparing streetscape plans and planning related documents.

#### Section 1: Background

##### About La Vista

The City of La Vista is situated southwest of the Omaha metropolitan area. The youngest city in Nebraska, La Vista is one of the fastest growing communities in the state. The City enjoys access from Interstate 80 and borders Omaha, Bellevue, Papillion, and Ralston. As of 2015, the city is home to nearly 17,000 residents. La Vista's commercial areas are developing quickly in the western portion of the city with nationally recognized companies such as PayPal, Cabela's, Costco and the John Q. Hammons Embassy Suites and Marriott Courtyard Hotels and adjoining La Vista Conference Center.

##### Project History

In 2010, the City completed A Vision Plan for 84<sup>th</sup> Street (Vision 84), which included an extensive public process and the adoption of a master plan identifying the vision for 84<sup>th</sup> Street as the creation of a downtown for the community. *“The 84<sup>th</sup> Street corridor will be the central city core, with a memorable and distinct identity, a vibrant mix of land uses, a sense of community and a high quality of life for residents.”*

In 2012, the City completed the Civic Center Park Master Plan. This Plan was developed as a result of the recommendation in the Vision 84 plan to transform the existing golf course into La Vista Civic Center Park, a signature recreational area for the community. The park will provide a venue for a variety of community and leisure time activities and connect the proposed City Center development (see below) on the south with the existing City Hall campus on the north, creating a new downtown for La Vista. The Master Park Plan calls for enlargement of the existing lake and potential amenities including but not limited to a boat house, pavilion, amphitheater, trails, improvements to Central Park and connections to 72<sup>nd</sup> Street and the site of the existing city pool.

In 2016, the City approved the City Centre Redevelopment Contract, an agreement between the City and La Vista City Centre LLC to redevelop a

portion of the 84<sup>th</sup> Street Corridor south of the golf course site into a mixed use city center, creating a downtown for La Vista.

## **Section 2: Objectives**

The City is requesting proposals from qualified consultants who can assist in completing design services for landscape and streetscape improvements along the 84<sup>th</sup> Street corridor. The project area includes all public right-of-way along 84<sup>th</sup> Street between Harrison Street and Giles Road (see Exhibit 1), the approaches to 84<sup>th</sup> Street from Harrison Street and Giles Road, as well as Park View Blvd. from 84<sup>th</sup> Street to Lillian Ave and Brentwood Drive, from 84<sup>th</sup> Street to S 87<sup>th</sup> Street. Improvements shall include, but are not limited to:

- Median and parkway landscape and irrigation improvements, including plant palette;
- Street furnishing (e.g., bike racks, trash receptacles, tree grates, street furniture, and etc.);
- Cross walk improvements;
- Pedestrian-scale lighting;
- Wayfinding and identity signage;
- City gateway monuments/identification;
- Water quality features to address runoff from right-of-way
- Future mass transit accommodations; and
- Conceptual design of an iconic bridge-like structure over the proposed pedestrian underpass as mentioned in the Vision 84 plan.
  - The underpass is likely to be a culvert style structure, rather than an actual bridge. However, the area on 84<sup>th</sup> Street above the underpass is intended to be designed to be bridge-like to provide an iconic gateway for the community.
  - Design of this feature is expected to be conceptual, to tie it in to the surrounding streetscape. It would not be included in the final construction plan set.

The recommended improvements should enhance the visual quality and appearance of the streetscape and contribute to the aesthetic feel of the street environment for both pedestrians and drivers. The streetscape improvements will also emphasize the 84<sup>th</sup> Street Corridor as one of the main gateways into La Vista, therefore design concepts should establish a sense of arrival and identity. The improvements should address but not be limited to the following 84<sup>th</sup> Street issues: A lack of street furniture, median turf inconsistent with sporadic plantings, no street tree consistency with planting rhythm and species, crosswalks that are not clearly defined, weathered city signage that lacks identity and wayfinding. A streetscape guideline for the La Vista City Centre development was included in the redevelopment contract as an exhibit. Selected consultant(s) may use the draft La Vista City Centre Streetscape Guidelines for context and background information.

Consultants are to prepare an existing conditions survey and mapping, three illustrative streetscape alternative plans, preliminary and final cost estimates, and final design and construction plans that would be suitable for soliciting formal bids from contractors.

An asphalt overlay of 84<sup>th</sup> Street is planned for construction in 2018 or 2019. The resurfacing project will include curb ramp modifications to meet ADA requirements. The existing intersection of 84<sup>th</sup> Street and Summer Drive will be relocated approximately 275 feet to the south of its current location and become 84<sup>th</sup> Street and City Centre Drive. Additionally, there will be a new right-in right-out access to the new City Centre development.

### **Section 3: Qualifications**

The City is soliciting consulting firms that have streetscape design experience and expertise. There are five primary areas of consideration:

1. *Process*: Expertise in setting up and managing the overall structure of the project.
2. *Content*: A streetscape plan that will be bold and imaginative, but based on a format that is well thought out, carefully researched, and shows an understanding of how public spaces are used.
3. *Outreach*: Effectively connecting with a wide range of community members and other stakeholders.
4. *Facilitation*: Making sure meetings run fairly and efficiently, and help to articulate the opinions of those unfamiliar with land use and government terminology.
5. *Planning*: Experience in comprehensive planning or related fields.

The City will establish a project page on the City's website for the 84<sup>th</sup> Street Streetscape project, which will be available at the following address:

**[www.cityoflavista.org/streetscape84](http://www.cityoflavista.org/streetscape84)**

### **Section 4: Resources Available**

The following resources are available on the City website ([www.cityoflavista.org](http://www.cityoflavista.org)); the link to the RFP includes access to each of these documents:

- A Vision Plan for 84<sup>th</sup> Street – (<http://www.cityoflavista.org/index.aspx?nid=704>)
- Civic Center Park Master Plan – (<http://www.cityoflavista.org/civicpark>)
- La Vista Zoning Ordinance – (<http://www.cityoflavista.org/index.aspx?NID=621>)
- La Vista City Centre Redevelopment Contract – (Available upon Request)

## Section 5: Scope of Work

The consultant is expected to develop a specific landscape/streetscape plan for the 84<sup>th</sup> Street corridor as described in Section 2 above. Project tasks shall include, as a minimum, the following:

1. **Existing Context Survey and Mapping.** The consultant shall survey and develop a spatially accurate and complete base map for the 84<sup>th</sup> Street corridor.

### Topographic Survey

- a. In general, the extent of this task will cover items to be included in a topographic survey for the project area. It is assumed the topographic survey will be in AutoCad format.
- b. Establish Horizontal and Vertical Control - The Horizontal and Vertical Coordinate System will match the existing coordinates for the City Centre development project.
- c. Property or Section Corners - Consultant will locate section corners and or property corners needed to illustrate right-of-way lines on the survey drawings. Platted information and/or survey pins from available public records will be used as well. Title searches are not required.
- d. Topographic Survey as required – The Consultant will perform a topographic survey of the public right of way shown within the project boundary illustrated on Exhibit 1. The limits of the survey shall cover the entire public right of way and extend 25 feet into properties abutting the public right of way. The data collection shall include all above ground visible improvements such as buildings, sidewalks, parking areas, retaining walls, signs and other items. Contours at one foot intervals based on North American Vertical Datum of 1988 will be shown. Spot elevations will be taken at appropriate locations to accurately define the site topography. The Consultant will contact the Nebraska One Call System to locate underground utilities. The utilities located as a result of such request will be shown on the survey and utility companies responding to the request will be noted. The Nebraska One Call System will not locate privately owned utilities. The survey shall show the location, cover elevation, and invert elevation of sanitary and storm sewers on or immediately adjacent to the surveyed property where evidence of sewers can be seen on the surface of the ground. Existing records will be used to determine pipe sizes and locations when there is no evidence of the sewers on the surface. Trees will be identified as being either deciduous or coniferous and the diameter of the trunk measure two feet above

ground will be shown.

- e. Download, Reduce Notes and Amend Topographic Map and electronic data - The Consultant will process survey data and produce drawing files in AutoCad, with deliverables in AutoCad and ArcGIS formats. Electronic data files shall be provided for the City's use on this project and subsequent projects. The format of the data, including breaklines, plot files, and other parameters for storing the data shall be specified by the City at the time of compiling the digital copies of the data.

#### Base Map

Consultant shall utilize the Topographic Survey to prepare a base map of existing conditions that will be utilized as a base for the concept plan development. This base map shall consist of, but is not limited to, the following items:

- Landscape/irrigation
- Street centerlines and driveway cut locations
- Pedestrian crosswalks, accessible ramp locations
- Property boundaries of all parcels along 84<sup>th</sup> Street project area.
- All underground utilities, above ground utility poles, light poles, overhead utility lines, manholes, storm inlets
- Visible utility-related appurtenances
- Curb, gutter and sidewalk features (and other pedestrian features), including sidewalk widths
- City monument signs
- Any physical features not mentioned above which might affect the flow of pedestrian or vehicular flow along 84<sup>th</sup> Street

The final base map will be presented with an aerial photo base.

2. **Meetings.** The consultant is expected to work closely with City staff and officials. This will involve meeting with various groups throughout the design of the project. It is expected that the consultant will conduct a minimum of eight (8) face-to-face meetings with City staff, officials, and other stakeholder groups during the course of this project. Meeting should include:

- "Kick off" meeting and 84<sup>th</sup> Street tour with City staff
- Meetings with citizens, business representatives, developers and other stakeholders as appropriate
- Working meetings to formulate designs
- Meeting to review draft plans
- Meeting to review all final deliverables

Consultants should recognize that 84<sup>th</sup> Street is classified as a state highway (Highway 85). Meetings with Nebraska Department of Roads (NDOR) will be required to clarify the limits of activity based on NDOR policies regarding improvements in highway right-of-way. Consultant will also assist the City with any permitting requirements through NDOR.

Other meetings, conference calls, and/or activities may be deemed necessary by City staff or the consultant, and shall be considered part of this proposal. Coordination with other outside agencies will be required.

Consultant will also prepare project updates for inclusion in the City's quarterly newsletter, CityWise, while the project is underway.

3. **Conceptual Illustrative Plan Alternatives.** The consultant shall prepare three conceptual illustrative plan alternatives for the 84<sup>th</sup> Street project area. The plan alternatives shall be designed based on the existing mapping, the Vision 84 Plan, the Civic Center Park Plan, the City Centre Redevelopment Contract, direction and input from City staff and officials, and input from stakeholders. Consultants shall also prepare preliminary costs estimates for each alternative. The cost estimates should have enough detail to enable City staff and officials to make informed decisions. The three alternatives and preliminary cost estimates will be presented to the community and the City Council. Photos or other renderings may be included with the plan alternative.
4. **Selection of Preferred Streetscape Plan.** After review of public comments and City Council direction on the three alternatives, the consultant shall revise and prepare a preferred conceptual streetscape plan. The consultant shall prepare updated preliminary cost estimates for this plan as well. Photos or other renderings must be included with the preferred plan.
5. **Final Design and Construction Plans.** Based on the preferred Streetscape Plan, the consultant shall prepare construction documents and specifications for bidding purposes. The plans shall include detailed specifications on the species of vegetation, space between plantings, size of vegetation, color, and other details. Streetscape elements (e.g., street furniture, bus bench, trash receptacles, bicycle racks, newspaper racks) shall be shown on the plans, and similar specifications shall be included in terms of size, location, color, and material. CAD drawings shall be prepared for the construction documents. Consultant shall also prepare final cost estimates to compare against submitted bids. Prior to final plans being complete, plans must be checked and approved by the City Engineer. .
6. **Deliverables.** Final deliverables shall include the following:

- Three sets of conceptual illustrative plans (include PDFs and boards at 36" x 48")
- Preferred conceptual illustrative plans (include PDFs and boards at 36" x 48")
- A Sketchup model of the proposed plans
- CAD drawings showing dimensions and locations of all street elements
- CAD detail drawings to be included in plans for 84<sup>th</sup> Street
- 3 print copies of specs and plans (full size plan sheets)
- Civil drawings and specifications for bidding purposes (30 copies)
- Preliminary and final cost estimates

## **Section 6: Proposal Content**

Proposals must include the following:

### Cover Letter

A letter introducing the firm and summarizing your general qualifications and specific approach to completing the planning process. This letter should indicate the length of time for which the proposal is effective (minimum of 90 days).

### Work Program

A detailed plan for the services to be provided. Identify any tasks that City staff are expected to complete.

### Schedule

A preliminary project schedule that identifies milestones and completion dates by task from project start through formal review and acceptance of the 84<sup>th</sup> Street Streetscape Plan by the City Council. Project work should commence in June 2017 and conclude within 8 to 10 months from the date of commencement.

### Budget and Fees

A fee estimate on a task-by-task basis. Include a spreadsheet identifying personnel, hourly rates, project responsibilities, and estimated amount of time expected for each task, expressed in person-hours. Budget is to be presented as not-to-exceed, with all overhead/expenses included. The terms of payment, based on monthly billings to the City, should be outlined.

### Key Personnel

The names of key personnel, their respective titles, experience, and periods of service with the firm. Please clearly identify the primary contact for the project. If sub-consultants will be used in any aspects of the plan, include details for these sub-consultants in this section.

#### Qualifications/Project List

A synopsis of previous projects of a similar nature (*maximum of 10 examples*), focusing particularly on the criteria listed in Section 2, along with relevant background information. For projects that were completed by a team of consultants, please clarify the specific contribution of your firm.

#### Availability

A brief statement of the availability of key personnel of the firm to undertake the proposed project.

#### References

Names and contact information of at least five (5) persons whom the City can call for references regarding the firm's performance, preferably on similar projects.

### **Section 7: Selection Process**

Please submit seven (7) bound copies, one (1) unbound, single-sided copy on standard-weight paper (no heavy-weight paper or tabbed dividers), and one (1) CD-R including a PDF copy of your proposal at your earliest convenience, but no later than May 1, 2017, at 12:00 p.m. (Noon) to:

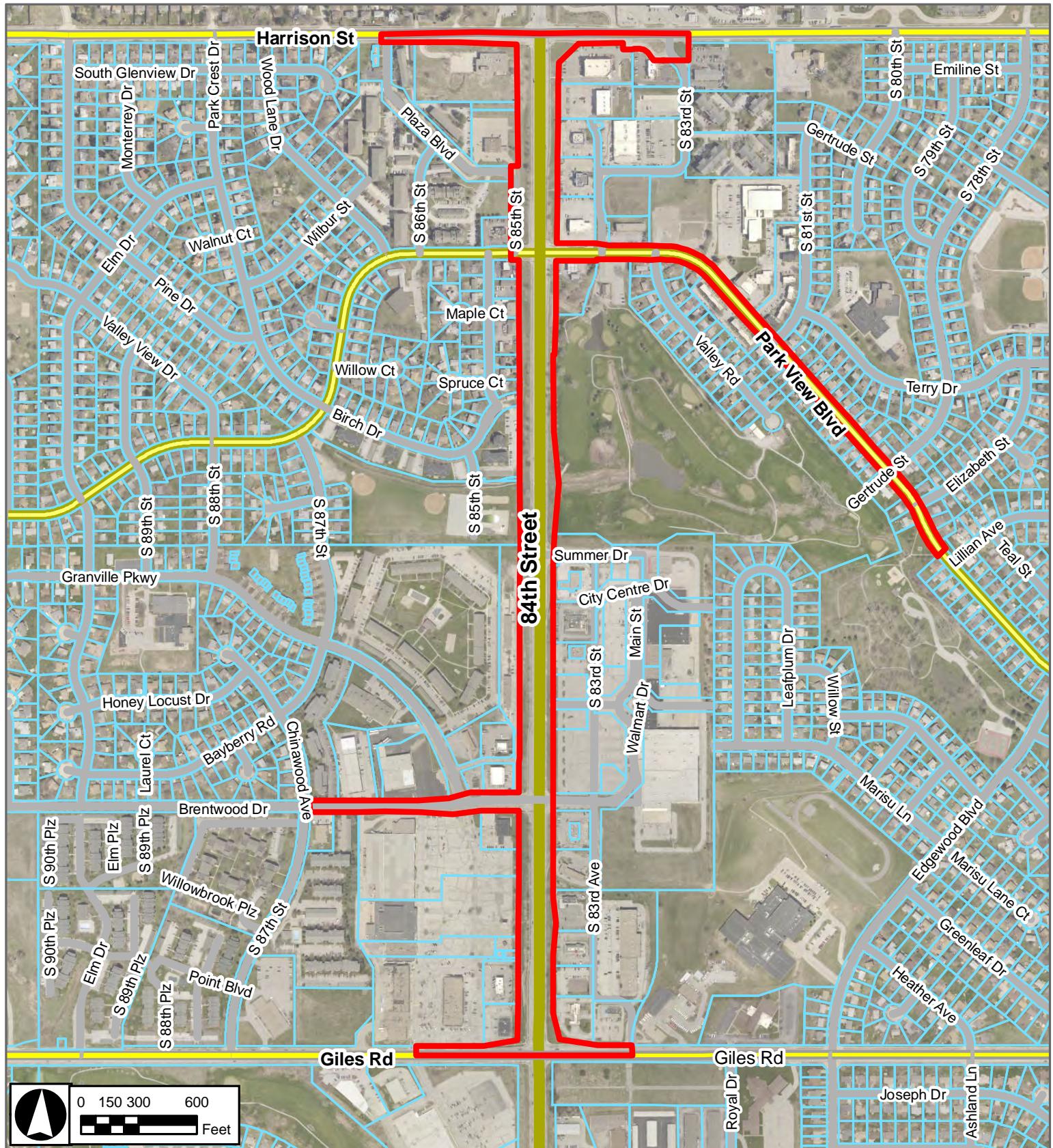
Pamela A. Buethe, City Clerk  
City of La Vista  
8116 Park View Blvd  
La Vista, NE 68128

Proposals will be reviewed by an internal review committee. The committee will conduct interviews during the week of May 15-19, 2017, with the intent of providing a single recommendation for the review and approval of the full City Council at a public meeting on June 6, 2017.

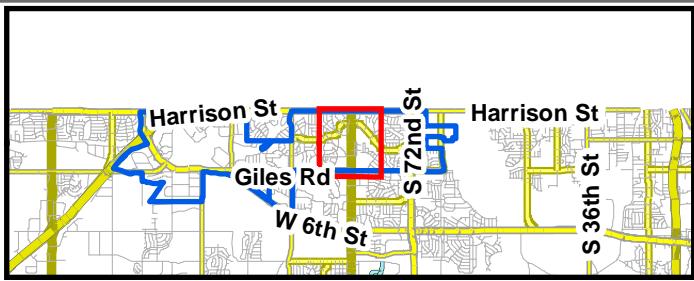
### **Section 8: Evaluation, Right to Reject, Etc.**

Due to the nature of the services sought, evaluation of proposals will in large part be subjective. Award of a contract will be based on a number of factors, and may or may not be on the basis of lowest cost to the City. The City reserves the right to accept any proposal in whole or in part and to reject any and all proposals, to waive irregularities and to negotiate and revise terms with proposers without notice to other proposers.

*If you have any questions during the preparation of your proposal, please contact Pam Buethe, City Clerk, at (402) 331-4343.*



## Exhibit 1 - Vicinity Map



**Streetscape 84**  
**A Streetscape Plan for 84th Street**

03/15/2017

