

ITEM

**CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
AUGUST 16, 2016 AGENDA**

Subject:	Type:	Submitted By:
84 TH ST REDEVELOPMENT AREA		
AUTHORIZE REQUEST FOR PROPOSALS		
ENGINEERING SERVICES	◆ RESOLUTION	JOHN KOTTMANN
PUBLIC IMPROVEMENT	ORDINANCE	CITY ENGINEER/ASSISTANT PUBLIC
REDEVELOPMENT PROJECT	RECEIVE/FILE	WORKS DIRECTOR

SYNOPSIS

A resolution has been prepared authorizing a Request for Proposals for engineering services to perform preparation of plans and specifications and construction phase services for the initial phase of the public improvement redevelopment project within the public improvement redevelopment project area, including pavement, sewers, on-street parking, drainage improvements and coordination with utilities and data providers along with related public improvements.

FISCAL IMPACT

The FY 16 Capital Improvement Program provides for Project CD-14-002. As a carryover project from FY16, the FY17 budget, currently in the approval process, provides for project funding. This contract would be only one element contained within that Project. Any City Council authorization would be subject to inclusion of a sufficient carryover project in the FY 17 budget.

RECOMMENDATION

Approval

BACKGROUND

Amendment No. 1 to the Redevelopment Plan - 84th Street Redevelopment Area provides for a public improvement redevelopment project within a specified public improvement redevelopment project area. Professional engineering services are needed to perform preparation of plans and specifications and construction phase services for the initial phase of the public improvement redevelopment project, including pavement, sewers, on-street parking, drainage improvements and coordination with utilities and data providers along with related public improvements.

A Request for Proposals has been prepared setting forth information that must be submitted. The following schedule is proposed:

Publish Notice of Request for Proposals August 24 and 31, 2016

Receive Proposals Until September 8, 2016 @ 3:30 pm local time

City Council Authorize Agreement September 20, 2016

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES FOR INITIAL PHASE OF THE PUBLIC IMPROVEMENT REDEVELOPMENT PROJECT.

WHEREAS, the Mayor and Council have determined that the public improvement redevelopment project set forth in Amendment No. 1 to the Redevelopment Plan - 84th Street Redevelopment Area is necessary, and

WHEREAS, the FY 16 Capital Improvement Program provides funding for the potential public improvements, as does the proposed FY 17 Capital Improvement Program and budget; and

WHEREAS, Proposals will be due September 8, 2016 with the award of contract date of September 20, 2016, subject to sufficient provision in the FY 17 Capital Improvement Program and budget;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council hereby authorize the request for proposals for Engineering Services for the initial phase of the Public Improvement Redevelopment Project within the Public Improvement Redevelopment Project Area.

PASSED AND APPROVED THIS 16TH DAY OF AUGUST, 2016.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk



REQUEST FOR PROPOSAL
FOR
CONSULTING ENGINEERING SERVICES
FOR
DESIGN & CONSTRUCTION PHASE
INITIAL PHASE PUBLIC IMPROVEMENT REDEVELOPMENT PROJECT
CITY OF LA VISTA, NEBRASKA

PROPOSALS DUE 3:30 PM, SEPTEMBER 8, 2016

PURPOSE

The City of La Vista, Nebraska (City) is hereby soliciting consultant proposals for professional services to provide design and construction phase services for the initial phase of the Public Improvement Redevelopment Project - 84th Street Public Improvement Redevelopment Project Area. This request invites qualified consultants to submit proposals for accomplishment of the work described below under Scope of Services. Once the firm is selected, a contract will be negotiated based upon a mutually agreed upon scope of services.

PROJECT DESCRIPTION

Provide professional engineering and surveying services to prepare conceptual plans, opinions of construction costs, preliminary design, final design and construction phase services for public infrastructure including storm and sanitary sewers, pavement for roadways and on-street parking, utilities and coordination with utilities, data providers, sidewalks, drainage improvements and related improvements located in the platting of La Vista City Centre. The plat of La Vista City Centre is attached herewith as Exhibit "A". Off-site drainage improvements are anticipated on the northwest corner of the adjacent La Vista Junior High School property in an area illustrated on Exhibit "B".

The project area is being cleared of existing buildings and pavements under a previous contract with the exceptions of certain buildings and parking lots that will remain and must have facilities preserved to allow them to remain in operation. Those buildings and parking areas are identified on attached Exhibit "C".

SCOPE OF SERVICES

- Perform topographic survey of the proposed public road street right of ways, proposed public sewer and utility easements, and the off-site drainage improvement location. This should include locating property lines on off-site parcels not within La Vista City Centre.
- Obtain subsurface soils investigation and provide geotechnical recommendations related to construction of the proposed public utilities, sewers and pavements.
- Identify jurisdictional waters of the United States in the anticipated work areas, identify impacts to jurisdictional waters and prepare permit applications to the Corps of Engineers as may be necessary to obtain permits for off-site drainage improvements.
- Review all available reports, plans, maps and studies that the City has available for the project area and incorporate relevant information from such documents into the design work for the contemplated improvements. The City will make available copies of any infrastructure plans for abutting roads and sewers as well as publicly submitted studies.
- Meet with the City and local agencies such as utility companies, Nebraska Department of Roads, and the La Vista City Centre Developer for the purpose of discussing designs, options, construction schedules, permitting, alternatives, costs, and other relevant

matters to installing and/or facilitating the installation of utility systems in the public right of ways.

- Prepare a conceptual plan of public road and on-street parking configurations, proposed sewer systems, off-site grading schematic related to storage or water quality measures, and water quality ideas for public pavement runoff in recognition of the need to protect the water quality in the lake on the adjacent Civic Center Recreation area. Geotechnical investigations will not be required for the conceptual plan phase.
- Conduct a pre-application meeting with the Nebraska Regulatory Office of the Corps of Engineers if found to be necessary and/or advisable. Based on the comments obtained modify the conceptual plan to fit within Nationwide Permit criteria, if possible.
- Prepare an opinion of probable construction costs based upon the conceptual plans including engineering fees for design and construction phase services. The costs should include geotechnical investigations for the proposed construction areas.
- Prepare preliminary plans and specifications for the public road and intersection improvements. Preliminary plans shall contain proposed vertical and horizontal alignment, typical cross sections, proposed construction limits and right of way limits, proposed storm water management facilities including measures to address water quality and peak flows from the new pavement areas (first half-inch of runoff for water quality), no increase in 2-year peak and no more than 25% increase in 10-year peak above existing conditions. Existing conditions will be taken as those which existed prior to demolition of buildings and parking lots in the previous Brentwood Crossing Shopping Center. Preliminary specifications shall be in outline form identifying the proposed general conditions and list of standard technical specifications to be followed as well as a list of Special Provisions what will be written for the project.
- Prepare preliminary recommendations and illustrations for construction phasing needed in order to keep the identified businesses in operation during the construction of the new infrastructure. Coordinate with the City Centre developer as required for his construction access and utility needs as the new buildings on adjacent lots will be constructed concurrently with this infrastructure.
- Conduct a public meeting for the purpose of gathering input and presenting information to residents and business owners.
- Prepare an updated opinion of probable construction costs based upon the preliminary plans.
- Prepare final plans and specifications. Final plans shall include additional details such as complete set of project cross sections, construction and removal plans, joints and grades, erosion control, water quality devices, utilities coordination, traffic control,

construction phasing, quantities and bid items. Final plans shall be supported by earthwork quantity computations, storm sewer design and hydraulic analyses. Final specifications shall include bid items and quantities and completed Special Provisions. The 2014 Edition of the City of Omaha Standard Specifications for Public Works Construction shall be utilized.

- Prepare a plat map and legal description of temporary and permanent easements (if any) to be obtained by the City for the proposed public infrastructure improvements.
- Finalize the plans and specifications for bidding purposes based upon review comments provided by the City. Prepare an updated opinion of probable construction costs based upon the finalized plans and specifications.
- Provide project management services including a pre-design meeting upon Notice to Proceed, regular design progress meetings (anticipate bi-weekly) plan-in-hand review meeting at preliminary plan review, design contract administration and scheduling, coordination of design team including all sub-consultants, and development of a project schedule. Consultant shall document all meetings and provide meeting minutes to attendees.
- Construction phase engineering services will be provided by the selected engineering firm and will be negotiated in a separate agreement after receipt of bids for the construction work.

PROJECT SCHEDULE

All firms submitting proposals must be prepared to initiate work on this project immediately upon Notice to Proceed. The selected firm must be able to complete the services in time to solicit bids in March 2017. A Notice to Proceed is anticipated to be issued on or about September 21, 2016. Only those firms able to perform the necessary work activities within this schedule should respond to this RFP.

PROPOSAL REQUIREMENTS

In order to facilitate review of the project proposals by the City of La Vista, the following information must be included in the proposal in the order listed:

1. A letter of interest not to exceed 2 pages. This needs to identify the primary and secondary contact persons with phone and e-mail contact information.
2. The body of the proposal (Project Understanding and Approach) shall be limited to ten (10) pages, 8 1/2" by 11" single sided and up to three(3) additional pages, 11" by 17" single sided.

3. Listing of organization(s) included in the Project Team. This discussion should include the primary areas of responsibility of each team member and an estimated proportion of the total contract work to be performed by each team member/firm.
4. A listing of similar work performed within the last 3-years to include dollar value, project description, project team, and contacts for project owners. Each project description (maximum of four (4) allowed) will be limited to one single sided page.
5. A maximum of 2 pages of additional supportive material such as charts, tables, or photos.
6. The names of key personnel, qualifications, experience and the proposed project manager shall be provided. This should include a discussion of similar projects the key personnel and project manager have worked on. The availability of the key personnel and their redundancy to work on this project needs to be set forth in the Proposal.
7. A project schedule outlining the time frame and estimated completion date of each major task outlined in the project approach section. The project schedule should include estimated dates for deliverable products throughout the course of the design period.
8. Submit three (3) bound copies of the Proposal and one (1) CD-R containing a pdf copy of the Proposal.
9. Provide proof of professional liability insurance in the amount of not less than \$2,000,000.

NOTES:

- A. Price IS NOT a selection factor and is not to be included in the consultant's proposal. The cost plus a fixed fee contract will be negotiated after the consultant is selected.
- B. The City of La Vista reserves the right to utilize the selected consultant for construction phase services.

SELECTION CRITERIA

Proposals will be reviewed, evaluated, and ranked by an internal review committee. The review committee will evaluate and score the proposals to determine the consultant best qualified for the project. Negotiations will be held with the top ranked consultant to establish a fee for the project. In the event an agreement is not reached, then negotiations will take place with other consultants in the order of ranking if needed. Negotiations are anticipated to occur during the week of September 12, 2016. The selection criteria, including their relative importance are:

Criteria	Point Range
1. Ability and experience of professional personnel and staff.	0 – 20
2. Past performance for La Vista or other agencies.	0 – 20
3. Adequate staff to perform the work and ability to meet time requirements.	0 - 20

4. Location of project in regard to the location of the consultant's Personnel and the consultant's familiarity with the area and its development needs.	0 - 20
5. Project understanding and approach	0 - 20
Total Points (Maximum)	100

PROTOCOL

Proposals must be at the City of La Vista Public Works Department, 9900 Portal Road, La Vista, NE 68128 no later than 3:30 pm, September 8, 2016. No exceptions to this deadline will be given. Please provide the required copies of your proposal in an envelope or other sealed container clearly marked on the exterior as containing "Proposal for Engineering Consulting Services Phase 1 Infrastructure, La Vista City Centre".

Firms interested in submitting proposals should contact John Kottmann, City of La Vista Public Works Department, 9900 Portal Road, La Vista, NE (402) 331-8927, or jkottmann@cityoflavista.org for any additional questions regarding the project.

Proposals must remain firm for sixty (60) days from the proposal due date. City of La Vista reserves the right to refuse any or all proposals and to waive technicalities in order to accept proposals that may be in the best interest of the City of La Vista, at its sole discretion.

The consultant, with regard to the services performed by it during the project, shall not discriminate on the grounds of race, color, national origin, sex, age and disability/handicap including selection of sub-consultants.

END OF RFP

Exhibit "B"

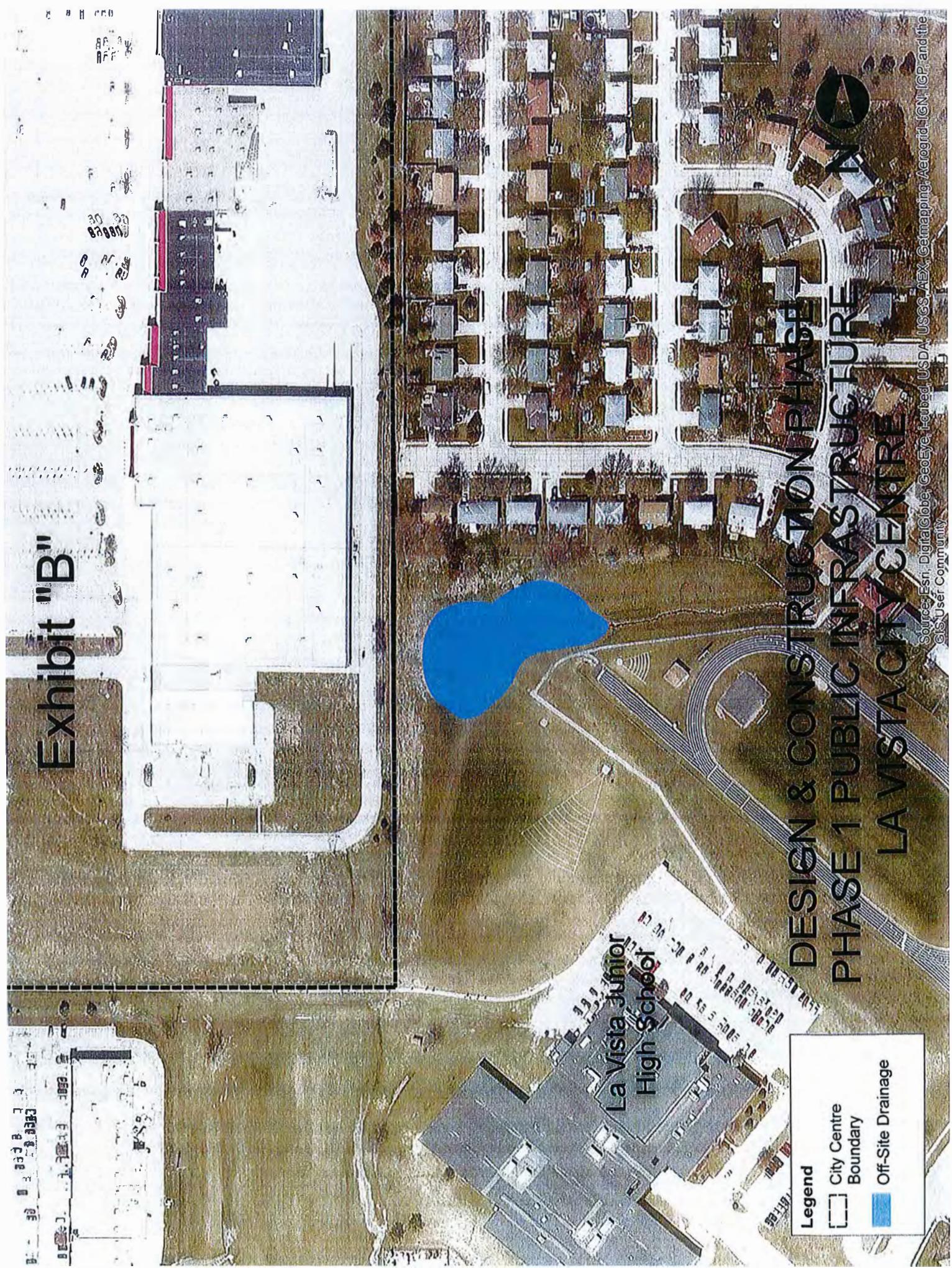


Exhibit "C"

84th St. (Hwy. 85)

