



Request for Proposals

S. Wasson Lane Reconstruction and Cascade Avenue Intersection Improvements

State Project No: 7994-00-49

Issued by:

City of River Falls Engineering Department

**Proposals must be submitted no later than 4:30 PM Central Standard Time on
February 18, 2021.**

Late proposals will be rejected.

For further information regarding this RFP, contact: Crystal Raleigh, City Engineer at craleigh@rfcity.org
or 715.426.3412

Issued: January 21, 2021

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I. GENERAL INFORMATION

A. Introduction

The purpose of this document is to provide interested parties with information to enable them to prepare and submit a proposal for S. Wasson Lane Reconstruction and Cascade Avenue Intersection Improvements.

B. Scope

The City of River Falls is seeking engineering services consisting of preliminary design, environmental reporting, real estate acquisition, public engagement, final design, plans, specifications and estimates for the reconstruction of S. Wasson Lane between Cemetery Road and Cascade Avenue and the construction of a roundabout at the intersection of S. Wasson Lane and Cascade Avenue.

C. Procuring and Contracting Agency

This RFP is issued by the City of River Falls which is the sole point of contact for the State of Wisconsin during the selection process. The person responsible for managing the procurement process is Crystal Raleigh, City Engineer.

The contract resulting from this RFP will be administered by the Wisconsin Department of Transportation, Bureau of Equity and Environment.

D. Definitions

The following definitions are used throughout the RFP:

Agency means the Wisconsin Department of Transportation

City means City of River Falls

Contractor means proposer awarded the contract

DOT means Department of Transportation

FDM means Facilities Development Manual

MUTCD means Manual on Uniform Traffic Control Devices

Proposer means a firm submitting a proposal in response to this RFP

RFMU means River Falls Municipal Utilities

State means State of Wisconsin

E. Clarification of the Specifications and Requirements

Any questions concerning this RFP should be submitted to: Crystal Raleigh, City Engineer at craleigh@rfcity.org or 715.426.3412

F. Site Visit of Project Location

It is the proposer's responsibility to inspect the premises completely prior to submitting a proposal to determine all requirements associated with the contract. Failure to do so will in no way relieve the consultant from the necessity of providing, without additional cost to the State, all necessary services which may be required to carry out the intent of the resulting contract.

II. PROJECT DESCRIPTION

A. Existing Conditions

S. Wasson Lane, between Cemetery Road and Cascade Avenue (previously STH 29), was constructed in 1980 and served as STH 35 until 1991 when the DOT constructed the "Beltline" that rerouted the highway through undeveloped lands to the east.

S. Wasson Lane is a two-lane rural cross section with twelve-foot asphalt lanes, four-foot paved shoulders, and three-foot gravel shoulders. There's a 10' asphalt path on the west side of the roadway. There's standard lighting along the project. There are existing drainage issues near 1234 S. Wasson Lane and Wildcat Court.

Since taking jurisdictional ownership in 1991, the City has preserved the street through typical pavement maintenance techniques such as crack seal, pothole repair, and chip seal.

The intersection of S. Wasson Lane and Cascade Avenues sees delays, especially in the peak morning hour. In 2008, the City adopted a resolution approving a Cascade Avenue reconstruction project which identified a roundabout at this intersection to be constructed as part of a future Phase 2 of the project.

There is a bridge over the S. Fork Kinnickinnic River that is not anticipated for reconstruction with this project.

B. Proposed Conditions

The project will reconstruct this 3700-foot segment of roadway to an urban cross section with a face of curb to face of curb width of 32 feet. The new driving surface will be hot mix asphalt. There will be new curb and gutter for the length of the project and storm sewer and drainage design will be required in some areas. The modification of the roadway from a rural section to an urban section will likely require the addition of stormwater management features. The ten-foot asphalt trail on the west side of the roadway will be reconstructed. Work will include standard lighting, signage, and pavement marking.

A roundabout and approaches will be constructed at the intersection of Cascade Avenue and S. Wasson Lane. Right-of-way acquisition will be required in this area though it is anticipated that it will be less than ½ acre in fee and temporary interests. Bicycle and pedestrian accommodations through the roundabout shall be considered. In addition, ADA ramps will be required throughout the project.

Non-participating utility work will include adjustments to existing water, sewer, and electric infrastructure to accommodate the new roadway typical section and intersection. Existing overhead electrical infrastructure on the west side of the project is to remain in service however the City is planning to bury these lines in the future. Conduits shall be installed as part of this project to facilitate the future buried electric.

The key objectives for this project are as follows:

- Improve drainage near the roadway and trail sections
- Provide a reconstructed, well-drained pavement section on the roadway and trail
- Provide conduit for a future project to bury existing overhead electrical lines
- Utility coordination with RFMU and other utility owners in the project area
- Improve the safety and level of service at the intersection of S. Wasson Lane and Cascade Avenue
- Provide bicycle and pedestrian accommodations at the intersection of S. Wasson Lane and Cascade Avenue
- Provide ADA compliant ramps throughout the project
- Develop and maintain relationships with adjacent landowners and key stakeholders, including UW-River Falls, and Chippewa Valley Technical College, throughout the project

The environmental requirements of this project include completion of a Categorical Exclusion Checklist (CEC).

Completion of the Intersection Control Evaluation (ICE) Brainstorming Guide per FDM 11-25-3.2.1 is required for this project.

Project Schedule: PSE – August 1, 2023; LET date – December 12, 2023

Design Funding: 80% State (DOT), 20% Local (City of River Falls)

Construction Funding: 80% State (DOT), 20% Local (City of River Falls)

Non-Participating Costs: 100% Local (City of River Falls)

Budget: Total estimated project cost, including design, real estate acquisition, state review fees, and construction is \$4,050,500

See Appendix 1 for the project location map.

III. PREPARING AND SUBMITTING A PROPOSAL

A. General Instructions

The evaluation and selection of a consultant will be based on the information submitted in the proposal plus references. Proposers should respond clearly and completely to all requirements. Failure to respond completely may be the basis for rejecting a proposal.

B. Communication and Inquiries

Direct all questions and inquiries to:

Crystal Raleigh
City of River Falls, City Engineer
222 Lewis Street
River Falls, WI 54022
Tel: 715-426-3412
Email: craleigh@rfcity.org

Any questions or requests for clarifications should be submitted in writing via email by February 5, 2021. Responses will be posted by February 11, 2021.

C. Incurring Costs

The State and the City are not liable for any cost incurred by proposers in responding to this RFP.

D. Submitting the Proposal

Proposers must submit an original hard copy, three additional hard copies, and a digital copy of all materials required for acceptance of their proposal on or before February 18, 2021, to:

Name: Crystal Raleigh, City Engineer, City of River Falls
Address: 222 Lewis Street, River Falls, WI 54022

Hard copy proposals must be received in the above office. Digital proposals may be emailed (craleigh@rfcity.org) or shared via ftp or cloud transfer.

E. Quality Based Selection

Proposal selection will occur following QBS Selection procedures as outlined in the FDM. Proposers shall not include pricing details within their proposals.

IV. PROPOSAL SELECTION AND AWARD PROCESS

A. Proposal Evaluation

Proposals will be reviewed by a Selection Committee chosen by the City Engineer. Proposers may not contact members of the evaluation team except at the City’s request.

B. Preliminary Evaluation

The proposals will first be reviewed to determine if all requirements are met. Failure to meet all requirements may result in the proposal being rejected.

C. Proposal Scoring

Accepted proposals will be reviewed by the evaluation committee and scored against the stated criteria. The committee will review references. The evaluation committee’s scoring will be tabulated, and proposals ranked based on the numerical scores received.

D. Evaluation Criteria

The criteria to be used for evaluating the Request for Proposals are stated below.

| Criterion | Points |
|---|-----------|
| Design Approach | 25 |
| Similar Projects by Project Engineer | 25 |
| Project Team | 25 |
| Company Capability | 15 |
| <u>Demonstrated Capacity to Meet Schedule</u> | <u>10</u> |
| Total | 100 |

E. Final Evaluation

Upon completion of reference checks, the City’s evaluation team will review the preliminary evaluations and adjust the scores based on the information obtained. Finally, the City will forward its top three scoring consulting teams to the DOT who will begin contract negotiations.

F. Right to Reject Proposals and Negotiate Contract Terms

The City reserves the right to reject any and all proposals. DOT reserves the right to negotiate the terms of the contract, including the award amount, with the selected proposer prior to entering into a contract. If contract negotiations cannot be concluded successfully with the highest scoring proposer, a contract may be negotiated with the next highest scoring proposer.

V. GENERAL PROPOSAL REQUIREMENTS

A. Organization Capabilities

Describe the firm's experience and capabilities in providing similar services. Be specific and identify projects, for whom, and dates. Projects that demonstrate the proposing firm's ability to work creatively to balance the needs of the DOT, the City, RFMU, and the affected property owners will be looked upon favorably. Projects that demonstrate experience with the STP-Urban program and projects that demonstrate experience with roundabout design will be favorable.

Describe the availability and capability of your firm to meet projected completion date. Include scheduled workloads which may present a conflict during this project.

B. Staff Qualifications

Provide resumes describing the education and work experiences for each of the key staff who would be assigned to the project. The project team shall include a Level 1 roundabout designer.

C. Proposer References

Proposers must include in their proposals a list of at least two organizations, including contact name, address, and telephone number, which can be used as references for work performed in the area of service required. Selected organizations may be contacted to determine the quality of work performed and personnel assigned to the project. The results of the reference check will be provided to evaluators and used in scoring the written proposal.

D. Project Approach

Proposers must detail their approach to the project including the following:

- Public Involvement
- Project Owner Engagement (City and DOT)
- Real Estate Acquisition following federal guidelines
- Preliminary and Final Design
- Intersection Design
- Utility Coordination
- Plans, Specs, and Estimates Development
- Proposed Schedule

VI. TECHNICAL REQUIREMENTS

A. Standard Specification

Work under this project shall be performed in accordance with DOT's Facilities Development Manual, MUTCD, and the City of River Falls Standard Specifications.

VII. Appendix 1 – Projection Location Map

