

# **REQUEST FOR PROPOSAL**

**Platte County**

**South Guernsey Road and Tank Farm Road**

**Preliminary Engineering Project**

May 25, 2016

The Platte County Commissioners hereby request the professional civil engineering services described in the attached SCOPE OF WORK. Qualified firms are invited to submit a cover letter of interest, five (5) copies of the proposal, two (2) flash drives and one sealed envelope with the firm's fee schedule and cost estimate to:

**Proposals due July 7, 2016 at 4 p.m.**

Contact: Steve Shockley

Address: Platte County Commissioners  
P.O. Box 728  
Wheatland, WY 82201

Proposals should be limited to 8 ½ x 11 sheets for a maximum of twenty, one (1) sided, total pages, not including the cover letter, or proposal cover and back sheets. Proposals may be stapled in the upper left hand corner without binding to save printing costs. The Platte County Commissioners will select the consultant from those responding to this request.

Contracts will be between the consultant and Platte County, and contracts will be sent to the Platte County Commissioners for approval. All proposals received will be considered public information by the County. Consultants are advised that any information considered by them to be trade secrets, privileged or confidential data, should not be revealed in the proposal, and should be submitted in a separate envelope labeled "Confidential".

Non-confidential contents of proposals received and completed rating information will be made public and available to anyone requesting them after the selection process has been completed, and the contract has been awarded.

## **CONTENT AND FORMAT OF SUBMITTAL**

1. **Cover Letter** – One (1) page
2. **Firm Background and Qualifications** – One (1) page
3. **Project Approach** – One (1) Page. Briefly describe the way your firm or team would address the work outlined in this request or such additional work as you feel required to address this request.
4. **Project Team** – One (1) Page. Team matrix outlining major project team members including any sub consultants, brief bios, positions and responsibilities on the team and percentage of each members time dedicated to the project
5. **Schedule** – One (1) page. In either a Bar or Gantt Chart format, outline the proposed schedule with key milestones and meetings to accomplish the project work scope.
6. **Team Experience** – Present representative projects outlining, at a minimum, project names, locations, scopes of work and project references.
7. **Other Information** –  
**Modifications to SCOPE OF WORK** – Propose any Scope of Work modifications deemed necessary, based on your firm's experience with similar projects.  
**Any other pertinent information** – Present any additional information your firm believes would be useful to the selection committee.

## **SELECTION and PRE-QUALIFICATION PROCESS**

Proposals will be reviewed by the Platte County Commissioners and will be based on the most qualified team as presented in the proposal. If no applicant is deemed suitable for the work, Platte County reserves the option to re-bid the job.

## **COST**

Platte County has funds budgeted for this project and reserves the right to amend the budget, if necessary. The final budget will be dependent upon the specific Scope of Work and the negotiated fee schedule. Negotiations could focus on adjusting the Scope of Work. If the Consultant feels that portions of the work could be done by Platte County staff with a commensurate savings to Platte County, those particulars should be mentioned in Section 7, Other Information, Modification to SCOPE OF WORK of the proposal.

## **Scope of Work**

### **Topographic Survey:**

This section will include a corridor survey over the length of the project. The survey will identify ROW widths, adjacent land ownership, existing culvert size and inverts, edge of pavements, existing utilities identified in the field by One Call Locates, existing signs, approaches and any other physical features within the Corridor using GPS and setting project control points and benchmarks.

Consultant will attempt to locate all pipelines within or that cross the Corridor through the One Call system and by contacting the various entities along the corridor for records they may have.

### **Geotechnical Investigation:**

This Task will include six Geotechnical borings, soil analysis report and pavement section design based on current and projected traffic loading

### **Preliminary Design:**

Includes

- a) Developing preliminary plan and profile design geometrics and typical section following the latest addition of the County Road Fund Manual for design standards.
- b) Geotechnical report
- c) Preliminary design of roadway drainage and major culvert crossings.
- d) Identify utility conflicts and possible adjustments.
- e) Estimated quantities of additional ROW or construction easements, earthwork, drainage culverts, utility adjustments, base course, pavement, signage, pavement markings and seeding.
- f) Probable cost estimates and phasing of future construction.

### **Deliverables**

- a) Design report narrative -detailed design recommendations and safety measures.
- b) Schematic conceptual corridor plan, cross-section and detail design ideas.
- c) A detailed total project cost estimate including phased costs, if recommended.
- d) Implementation strategy including project prioritization, phasing, costs, and implementation timeline.
- e) Progress Report - (5 print copies)
- f) Final Study - (5 print copies)
- g) Electronic file copies of final study and supporting documents, attachments, maps, etc. created for this project - (2 flash drives)

These deliverables will be delivered to Platte County for use in securing funding for final design and construction. In addition consultant should be available to assist the County in meetings, presentations with WYDOT, other potential funding sources and stakeholders interested in completing this project.

Platte County will make available various existing data, studies, reports and project information which the Consultant will use to the greatest extent possible. If the Consultant believes additional or new data is necessary, this should be addressed in the Proposal. The Consultant will also prepare such graphics and other maps that may be needed to illustrate proposed recommendations. The Consultant will be responsible for preparing the final recommendations in report format, with supporting graphs, drawings and maps.

## **Schedule**

Progress Report will be due to the Commissioners two months from the date of contract.

Final Study completed and due four months from the date of the contract.

## **Project Purpose**

The study will cover the long range engineering and design needs for upgrades to the South Guernsey Road and Tank Farm Road Corridor. The study area is a highly traversed commercial corridor with high amount of heavy Truck traffic to the Tank Farm operators along Tank Farm Road. The existing roadway is narrow with no safety shoulders and the pavement surfacing has deteriorated beyond rehabilitation due to the heavy traffic. This preliminary design study will be combined with a prior study addressing the Rollins Road segment to give the full engineering picture of the corridor from US 26 to the Tank Farm. The outcome of this study will provide preliminary roadway designed and cost estimate that will be utilized in pursuing an IRP grant from WYDOT for final design and reconstruction of Tank Farm and South Guernsey Roads

## **Project Goals**

Address multiple issues including:

- Adequacy for current and projected traffic growth
- Current roadway conditions based on present and future serviceability expectations
- Current irregular roadway widths
- Traffic control striping
- Sight Distance
- Roadway and adjacent property drainage
- Utility infrastructure
- Pedestrian and bicycle access

- Adjacent Historical places access points
- WANG facilities
- Any Right-of-Way (R-O-W) issues
- Economic development benefits to Town/County
- Financing options

## **QUESTIONS AND INFORMATION REQUESTS**

All information requests shall be directed to Jim Lockman 307-322-1004.