January 19, 2016

REQUEST FOR PROPOSAL
FOR
DESIGN ENGINEERING SERVICES

Removal and Replacement of:
SN 8661: Park Road over East Big Creek, Big Creek Township, Oscoda County

The Oscoda County Road Commission (OCRC) is seeking proposals from qualified Consultants for design engineering services for the removal of the existing bridge and construction of a new bridge with related approach work. The design must be in accordance with Federal Highway Administration (FHWA) and Michigan Department of Transportation (MDOT) standards and specifications and AASHTO LRFD Bridge Design Specifications incorporating HL-93-mod live loading. The proposal must include all necessary work for plan and proposal acceptance by OCRC and MDOT.

LOCATION:

Park Road over the East Branch Big Creek on the quarter Section line of Section 25, Big Creek Township, T26N, R1E, Luzerne, Oscoda County.

The original single span structure was built in 1927 with a superstructure consisting of cast-in-place reinforced concrete deck Girder Bridge with a bituminous wearing surface, a cast-in-place concrete railing, cast-in-place concrete abutments on piles and cast-in-place concrete wing walls. The bridge is 34.81 feet long by 28.54 feet wide (curb to curb width of 23.95 feet) and is currently posted for load restrictions.

This bridge is not on the eligible historic bridge listing. The East Branch Big Creek is classified as a Natural River with the Michigan Department of Natural Resources.

This project has been approved for funding for the 2018 fiscal year Local Bridge Program with a total estimated construction cost of $754,000.00 per the attached letter from the Michigan Department of Transportation (MDOT) dated November 16, 2015. It will be financed with a combination of Federal, State, and Local Funds. Participation in engineering costs is not included and will be the responsibility of the OCRC. The OCRC and the MDOT will be involved in the final approval of plans, etc., and acceptance of the completed construction.
The Scope of Engineering Services during the Design Phase shall be at a minimum the following items and must be considered and included in the design engineering services proposal:


2. Surveys and field investigation including, but not limited to, surveys for the design, road alignment, property lines of adjacent riparian owners, river and flood plain cross sections necessary to develop hydraulics for the MDEQ permit, topography, establish section line alignments (or centerline of road right-of-way for non-section line roads) and any other needed information, designs, analysis, and applications to obtain information needed for environmental studies, permits, etc. The field survey shall also include the location and staking of all horizontal and vertical control points for future construction staking, i.e., benchmarks, POT’s, PC’s, PT’s, PI’s, section and ¼ section corners with witness, etc. Report all control points with Northing, Easting, Elevation, Station and Offset. Road cross sections for the bridge approaches shall be obtained at 50’ intervals and at other key locations as needed, and adequate survey data shall be obtained prior to and beyond the limits of full survey for the horizontal and vertical geometric considerations.
   Note: The limits and width of the field survey work shall be adequate to cover the structure replacement and all related road approach reconstruction work that will be required for the selected replacement structure.

3. Soil borings for abutment investigation, pier investigation (if required), and for road approach reconstruction including traffic control will be the full responsibility of the consultant, and shall be included in the proposal. Soil borings shall be included on the plans and include any gradation test results, shear tests, etc. Soil borings shall be made for each substructure location. The depth of soil borings shall be based on the on-site soil conditions and as required to satisfy the MDOT and FHWA design requirements.

4. Perform approach roadway pavement design calculations if required for the project.

5. Perform the hydraulic analyses of the existing bridge structure and proposed alternative bridge structure(s) for any necessary MDEQ permits.

6. The Preliminary Design shall include a foundation load analysis for proposed structure and scour countermeasures. Also, prepare estimated construction cost comparisons and recommendations for the proposed bridge structure and related road approach work for alternate structure designs using AASHTO LRFD Bridge Design Specifications incorporating the HL-93-mod live loading including but not limited to the following types of structures:
   - Three-sided pre-fabricated reinforced concrete arch
   - Prestressed concrete I-Beams with cast in place deck
• Concrete spread box beams with cast in place deck
• Alternative recommended structures

Note: The MDOT approved estimated project funding shall be considered when developing the construction cost comparisons for alternate structure designs.

7. Meet with the OCRC for review and consideration of submitted estimated construction cost comparisons and recommendations and to select the proposed structure design for the project.

8. Prepare and submit type, size and location (TS&L) plans using the most current MDOT TS&L requirements list, specifications and an estimate of probable construction costs to the OCRC and MDOT for review, comment and approval.

9. Attend the TS&L meeting, if one is necessary.

10. List all anticipated permits and prepare all required permit applications for submittal by the OCRC.

11. Prepare and submit the MDOT programming application to the MDOT and OCRC including the submittals and obtaining of all required social, economic, and environmental clearances from the various governmental agencies including but not limited to the Michigan Department of Natural Resources (MDNR), Michigan Department of Environmental Quality (MDEQ), U.S. Corps of Engineers (COE), U.S. Fisheries and Wildlife (USF&W), State Historic Preservation Office (SHPO), County Drain Commissioner, or any other Federal, State, or Local Agency involved in the project.

12. Prepare and submit Design Exceptions with related data to the MDOT and OCRC if required for the project.

13. Prepare and submit the Grade Inspection (G.I.) Plans Package to the MDOT and OCRC. The G.I. Package shall include preliminary plans, engineer’s opinion of cost, special provisions, and any additional information required by MDOT.

14. Determine additional right-of-way needs for the project and prepare and submit property descriptions, preliminary plans, road cross sections, and other documents as needed for any needed grading permits or easements to the OCRC. Provide any necessary staking required for the grading permits, or easement acquisitions. The Contractor shall provide legal descriptions for all grading permits and permanent R.O.W. required. The OCRC will be responsible for appraisals, grading permits, easements and acquisitions of additional ROW.

15. Attend the Grade Inspection meeting.

16. Prepare Final Plans Package including final plans, estimate (including electronic MERL), special provisions and other documents in accordance with the OCRC and MDOT recommendations and requirements. Final plans shall be submitted electronically to the MDOT and OCRC for review and approval. Final electronic plans shall be complete with all necessary information and quantities ready for bid letting by MDOT.

17. Prepare and submit the Work Zone Safety and Mobility Determination Work Sheet and related data to the OCRC.
18. If any public hearing is held for the project, the Consultant is expected to prepare any required information; attend and participate in the hearing.

19. Obtain utility information and coordinate the design work with the affected utility companies. The OCRC will provide a list of contacts for the utility companies that are believed to have utilities within the project limits to the Consultant.

20. All digital information for the project design including spreadsheets, CADD and CAD files, Load Rating, special provisions and other documents, estimates, hydraulic analysis files, scour analysis files, surveys, road cross sections, quantity calculations, programming application files and all other documentation required to complete the design shall be the property of the Oscoda County Road Commission and provided at the completion of the design phase.

21. Provide hard copies of the quantity calculations, survey control point data, and road cross sections (two sets of 11” x 17” and 24” x 36” copies) to the OCRC for use during the construction phase of the project.

The Scope of Engineering Services during the Construction Phase of the project shall be as follows and included in the design engineering services proposal:

1. Attend preconstruction meeting

2. Perform pile driving calculations, shop drawing reviews as needed and reply to the contractors, suppliers and the OCRC.

3. Answer any design related questions that may come up during construction that cannot be answered by the OCRC.

4. Participate in any contractor claims proceedings that relate to design related issues.

5. As-built/record drawings, electronic and reproducible. Submit electronic As-Built CAD files in AutoCAD DWG file format and PDF on CD-ROM to the OCRC with read-write capabilities for documentation.

6. Perform initial bridge inspection and add in the MiBRIDGE data base.

7. Perform Load Rating and updating of SI&A forms of the completed bridge.

Construction Engineering and services provided under a separate estimate, to be used in full or partially by the OCRC, shall include at the minimum the following:

1. Construction staking-control and as needed staking.

2. Construction inspection.

3. Testing of all materials including but not limited to aggregate, bituminous and concrete.
4. Density testing.
5. Storm water and soil erosion and sedimentation control inspection.
6. Field Manager accounting.

**PROPOSAL INFORMATION TO BE SUBMITTED**

Those firms submitting a proposal must submit two (2) bound and three (3) un-bound copies of the proposal which include the following information:

1. Scope of Consultant’s Design Engineering Services proposed for the project.

2. A brief description of the firm, including office location and services offered.

3. A list of similar projects completed by the firm and staff within the past five (5) years using state and federal funds and coordinated through MDOT, including project description, location, and construction cost; and the name, title and phone number of persons to contact for reference checks.

4. Identification of the proposed project design team along with the qualifications and experience of the key members expected to work on the project.

5. Identification and qualifications and experience of any sub-consultants proposed as part of the project team and a list of the services that they will provide for the project.

6. Description of required information, materials or services, which the Consultant would expect the County to supply or perform.

7. Preliminary recommendations on the types of structures that should be considered for the project that may be within the estimated funding constraints.

8. Other site specific items that should be considered in the project design.


One (1) copy of the following information shall also be submitted in a separate sealed envelope labeled with the name of the firm and the words “Proposed Design Engineering Fees for the Park Road over East Branch Big Creek Bridge Replacement Project”: A breakdown of the hours and/or costs to perform all work elements described under the “Scope of Engineering Services” and “Scope of Engineering Services during the Construction Phase” as outlined in this RFP. As a minimum the hours and/or costs should be broken down as follows:

1. Estimated total hours for the field survey and related office administration
2. Estimated total hours for design engineering and related administration services (excluding the field survey and related administration and the following items)
3. Estimated cost for geotechnical engineering services (regardless if performed by the consultant and/or sub-consultants)
4. Estimated costs for other work by sub-consultants (specify the type of work)
5. Estimated hours and total cost for Engineering Services during the Construction Phase (based on year 2018 construction)
6. Total estimated hours and cost

The Cost Proposal shall be a “Lump Sum” bid.

One (1) copy of the following information shall also be submitted in a separate sealed envelope labeled with the name of the firm and the words “Proposed Construction Engineering Fees for the Park Road over East Branch Big Creek Bridge Replacement Project”: A breakdown of the hours and/or costs to perform all work elements described under the “Construction Engineering and services provided under a separate estimate” as outlined in this RFP. As a minimum the hours and/or costs should be broken down as follows:

1. Estimated cost for construction staking-control and as needed staking.
2. Estimated total hours/cost for construction inspection and related office services.
3. Estimated total hours/cost for testing of all materials including but not limited to aggregate, bituminous, and concrete.
4. Estimated cost for density testing.
5. Estimated cost for storm water and soil erosion and sedimentation control inspection.
6. Estimated total hours/cost for Field Manager accounting.

The Cost Proposal shall be an “Itemized” bid.

Additional services may be requested and the costs and time frame for those items shall be negotiated with the OCRC.

PROFESSIONAL QUALIFICATIONS & SELECTION CRITERIA

Proposals will be reviewed and evaluated on the following items:

1. Understanding of the project requirements and familiarity of the work.
2. Completeness of the scope of design engineering work.
3. Experience and demonstrated successful results on similar projects.
4. Qualifications and experience of key personnel assigned to work on the project.
5. Overall costs associated with completing the project.

PROPOSAL SUBMITTAL DEADLINE AND EVALUATION OF PROPOSALS

Proposals must be submitted to the Oscoda County Road Commission at 300 West 8th Street, Mio, Michigan 48647 by Friday, March 4, 2016 at 12:00 noon. Proposals submitted by facsimile or by email will not be accepted.

The Oscoda County Road Commission may conduct such investigations and request such additional information from the Consultant(s) as the County deems necessary to assist in the evaluation of any proposal and to establish the responsibility, qualifications, and ability of the Consultant to furnish services in accordance with the request for proposals and to the County’s satisfaction.

The Oscoda County Road Commission reserves the right to accept or reject any or all proposals as a result of such an evaluation. The County also reserves the right to negotiate and/or waive any
irregularities as it deems to be in its best interest. The County also reserves the right to award the contract to the next most qualified Consultant if the most qualified Consultant does not execute a contract after acceptance of its proposal by the County within ten (10) days after receipt of the contract document.

If at such time as the County approves such a contract, the contract document shall represent the entire agreement between the parties.

The contract, if awarded, will be awarded to the Consultant, based upon the County’s evaluation, to which such contract award will be in the best interest of the County. The final decision regarding each proposal will be made solely by the County.

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OSCODA COUNTY, MICHIGAN

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Dave Yoder, Member
Steven C. Defour, Manager

For additional information, including viewing of PDF copies of this RFP with the Structure Inventory and Appraisal Form 1717A and Bridge Safety Inspection Report Form P2502 from the year 2015 inspection, and copies of the old plans for the existing bridge, please contact Steven Defour, Manager, by phone at (989) 826-3210 ext.1 or by emailing a request to steve@oscrc.org.