

REQUEST FOR PROPOSALS  
BID ADDENDUM NO. 1

SURVEYING, ENGINEERING AND DESIGN SERVICES  
FOR DOWNTOWN GRAND LAKE

TOWN OF GRAND LAKE, COLORADO

FEBRUARY 2019

The Request for Proposals is revised as follows:

**DESIRED SERVICES**

The following services and deliverables shall be required for the project area:

- I. **Preliminary Design Services:** Update the provided topographic survey performed by a Colorado Professional Land Surveyor. The survey shall include all necessary information for preliminary engineering design including but not limited to:
  - Utilities (water, sanitary sewer, storm sewer, gas, electric) (*potholing required*)
  - Road improvements (C&G, driving surfaces, ditches, parking areas, greenways)
  - Pedestrian improvements (boardwalks, sidewalks, pathways)
  - Right of Way monumentation
  - Surrounding natural features
  - Structures (signage, buildings, overhangs, retaining walls, fences)
  - Geotechnical Investigation for required improvements
  
- II. **Design Services:** A construction plan for the Project Area shall be designed under the direction of a Colorado Registered Professional Engineer to include all information required to demonstrate compliance with the following:
  - Improvements required for implementing the Streetscape Masterplan. This includes adherence to the suggested design concepts and principles, accepted resources for streetscape practices, and recommended aesthetic elements.
  - Improvements required for asphalt road surfacing and on-street parking along Park Avenue and Cross Streets
  - Improvements required for completing pedestrian facilities along Park Avenue and Cross Streets
  - Improvements required for community greenways and landscaping in the Project Area.
  - Improvements required for irrigation and street lighting in the Project Area.
  - Utility improvements recommended in the Water System Analysis dated August 2006, if applicable.
  - Utility improvements required by the Three Lakes Water and Sanitation District, if applicable.
  - Utility improvements required by Xcel Energy, if applicable.
  - Drainage plan for the Project Area addressing appropriate facilities and locations.

- Design constraints and obstacles clearly identified for construction of the Project Area, including but not limited to, fixed or permanent structures, right of way obstructions, topographic areas, etc.
- Modifications to previously installed facilities including roadway surface grades, adjustment of drop inlets, and replacement of curb.

III. **Project Delivery:** This project is expected to be designed and constructed in an environment where Town staff, design staff and construction contractor staff collaborate as a Project Team during concurrent design and construction phases. The Engineer will work with Contractor staff to develop various design elements as well as formulate an implementation strategy for constructing the agreed upon elements under an accelerated schedule.

Existing design and survey documents have been prepared for this project under previous phases. These designs will be made available to the team to integrate, add to and update throughout the design process. These updates will be made in coordination with the Project Team

**Project Timeline (estimated)**

Publish legal ad at Middle Park Times	Thursday, Jan 24 <sup>th</sup> , 2019.
RFP Question/clarification deadline	Thursday Feb 7 <sup>th</sup> , 2019.
Proposals due	Wednesday, Feb 27 <sup>th</sup> , 2019 @ 4:00pm
Board of Trustee Meeting	Monday, Mar 11 <sup>th</sup> , 2019 @ 7:30pm
Notice of Award	Thursday, Mar 14 <sup>th</sup> , 2019 @ 4:00pm
Execute Agreement for Services	Thursday, Mar 21 <sup>st</sup> , 2019
Notice to Proceed	Monday, Mar 25 <sup>th</sup> , 2019
Project Team Kick-Off	Wednesday, April 10 <sup>th</sup> , 2019
Public Outreach #1	Late-April, 2019
Public Outreach #2	Mid-June, 2019
Construction Start Date	Late May, 2019 (weather permitting)

**INSTRUCTIONS FOR THE STATEMENT OF QUALIFICATIONS** are modified as follows:

## **II. SUBMITTAL DEADLINE DATE**

All proposals must be received by the Town of Grand Lake, Grand Lake, Colorado, no later than **Wednesday, Feb 27<sup>th</sup> @ 4:00pm** local time.

## **VI. GENERAL EVALUATION CRITERIA**

The Town will evaluate Proposals on the basis of the following criteria:

- The relevant experience and resumes of the key personnel of the submitting firm's proposed design team that will actually provide the desired services to the Town.
- Previous experience of the submitting firm's proposed design team in working together on projects of similar size, scope, and nature.
- The submitting firm's ability to provide the breadth of design competencies required by the Town.
- Capability of submitting firm's ability to complete the requirements within the schedule provided.
- Results of reference checks and past performance for other clients.
- ~~Cost of the Project design scope, balanced with the above criteria.~~

## **VII. FORMAT OF THE PROPOSAL**

The Town respectfully requests that all interested, experienced and qualified Design Professionals (DP) submit a detailed proposal for this project. Each DP's proposal should include the following:

- Statement of Qualification
- ~~Preliminary fee proposal detailing the planning and design services~~
- **A rate schedule and design team organizational chart**
- Preliminary design schedule

## **ANSWERS TO SUBMITTED QUESTIONS:**

Q1: Are plans available to proposers to look at from the first 2 phases?

*A1: Yes, plans are available for examination at the Grand Lake Town Hall. Electronic plans and design data will be given to the awarded consultant.*

Q2: The RFP states the final deliverable is "Preliminary construction plans" – is one phase of design anticipated to produce the drawings that will be used in construction? Typically phases would be preliminary, final and For Construction plans with Town review after preliminary and final- should we assume only one Town review for this project?

*A2: Due to the advanced schedule proposed for this project, the final deliverable will be a completed set of "For Construction" plans and specifications (if needed).*

Q3: Are Project Specifications, and construction cost estimates required?

*A3: Project Specifications may be needed as determined by the Project Team during design. The designer may be required to participate in cost model development discussions with the Town and the selected Contractor.*

Q4: A concern would be having the survey done by March 29th if there is still snow on the ground, and then having only 1 month after to complete the design. Would the schedule be able to be extended if conditions do not allow the survey completion by March 29th?

*A4: Due to the availability of existing design and survey data, it is not anticipated that weather conditions will negatively affect the completion of needed surveying efforts.*

Q5: How many soil borings should we include for the geotechnical investigation/testing? Do we need soil borings just for the unpaved streets, or do we include the entire project limits?

*A5: The quantity of soil borings needed will be negotiated and agreed upon prior to execution of the contract. It is expected that some level of geotechnical investigation will be required throughout the project limits.*

Q6: Street lighting is a requirement of the project. Does that include just street lighting, or should pedestrian lighting be included?

*A6: Yes, however, the project scope makes no differentiation between street lighting and pedestrian lighting. All proposals concerning lighting will be evaluated by the Project Team.*

Q7: How many potholes should we include in our proposal? Typically, potholes are priced per pothole, and assuming any number can affect the overall cost considerably. Low assumption versus high assumption.

*A7: Due to the anticipated need to install new underground utilities, the Consultant should anticipate performing a Level A SUE investigation of the affected areas of the project limits.*

Q8: Where do we find the “Water System Analysis dated August 2006”? It does not seem to be on the website.

*A8: The Analysis document will be provided to the awarded consultant.*

Q9: What level of design are you looking for?

*A9: The final deliverable will be a completed set of “For Construction” plans and specifications (if needed).*

Q10: Is the “Streetscape Masterplan” that is referred to in Section II of Desired Services the same as the “2015 Grand Avenue Streetscape Master Plan”? This is the only streetscape master plan I see available in the website link provided in the RFP.

*A10: Yes.*

Q11: Should the 2015 Grand Avenue Streetscape Master Plan be used as a template for Park Avenue and the cross streets?

*A11: Yes. The template will be further refined in collaboration with the Project Team.*

Q12: What does Public Outreach #1 and Public Outreach #2 entail? Not much will have happened on the project in this short time frame.

*Q12: The Public Outreach meetings are primarily intended to communicate the status of the project to members of the community. They will be adjusted as appropriate to relay the project status in the most efficient manner possible.*