

REQUEST FOR QUALIFICATIONS

CITY OF IRVING

2010 SANITARY SEWER MAIN REPLACEMENTS

Professional Services – Civil Engineering Design

Proposal #121009AE-190F

INTRODUCTION

The City of Irving Capital Improvements Program Department invites Civil Engineers, Multi-Disciplinary Firms, and any other qualified professionals to submit qualification proposals to provide professional services for the Design and Engineering of sanitary sewer main replacements and rehabilitation at various locations within Irving, Texas.

BACKGROUND

The City of Irving currently has funding for the replacement and/or rehabilitation of approximately 11,175 linear feet of sanitary sewer main ranging in size from 6-inch to 15-inch diameter pipe in association with the City of Irving's 2010 sanitary sewer main replacement program.

OBJECTIVES

The City intends to hire a consulting firm(s) to develop construction documents for the replacement and/or rehabilitation of 11,175 linear feet of sanitary sewer main ranging in size from 6-inch to 15-inch diameter pipe. The Consultant services shall include, but are not limited to, a ground survey of each site, plan submittals for a preliminary review (33%), intermediate review (66%-80%), final review (95%) and a bid set. The Consultant shall also provide a Level "A" SUE at locations agreed upon by the City. The City anticipates that one TxDOT utility permit will be required to be submitted. The City does not anticipate any right-of-way or easements will be required, but services will be budgeted in the event such documents are needed.

All locations are within street right-of-way except for 1,700 linear feet which is within a concrete alley that will also have to be designed for replacement. Any sewer mains replaced by open cut methods longitudinally in a street will require the street to be asphalt overlaid after the installation of the main is completed. If the main is not installed by means of open cut longitudinally along the street, any pavement cuts that are necessary will require full panel replacement.

The Consultant will be charged with developing the plans, specifications, construction cost estimates for a set of construction documents to be used for bidding through the City of Irving Capital Improvements Program Department. The construction documents shall include, but are not limited to, coordinate control sheets, plan and profile sheets, City of Irving standard details

and any special details, grading & erosion control measures and City of Irving standard technical specifications and any special specifications. The Consultant will be charged with determining the best and most cost efficient means of replacement and/or rehabilitation of each main.

Plans will have to be developed such that they can be clearly read on 11x17 sheets. Bidding of the project may include publishing the plans and specifications on a CD.

It is anticipated that the Notice to Proceed will be issued by March 5, 2010. The 11,175 linear feet of sanitary will be published as four different construction plans for bid and advertisement. The City may chose to select four different firms for the design of the attached four projects.

ADDITIONAL INFORMATION

The consultant should be prepared to sign the attached professional services contract if selected for this project. Special attention should be paid to Section II.E.13. and Section XII pertaining to liquidated damages. Liability Insurance will also be required. All design and construction documents for the project will be completed in a digital format compatible with AutoCAD. The City will require a complete set of documents, both digital and hard copy, for the City's permanent record.

CONTENTS OF PROPOSAL

The 2010 Sanitary Sewer Main Replacements Proposal shall be **concise**, complete and the following will be required for the evaluation process. The City will require **Four (4) Copies** and **One Electronic Copy** of the proposals from all interested firms.

1. Names and Qualifications of Design Team projected to be involved with the sanitary sewer main design and development.
2. Include appropriate state registrations.
3. A list of relevant projects and clients (include contact person and phone numbers) that may be contacted for references and verification of background.
4. A written description of the opportunities and constraints involved with the replacement of the sewer mains associated with this project. The staff is interested in the consultant's views concerning the design opportunities to provide trenchless methods of installation that would be more cost effective than traditional open cut replacement. Staff is also interested in the design process the consulting team uses.
5. Provide information about any additional services, relevant to the design of the sewer mains which could be provided by the proposer.
6. The City is interested in any past projects where the designers worked within a budget and limited time schedule, while still able to provide a high quality sewer main design. Comments are encouraged on measures which were taken to provide high quality projects and were cost efficient.

METHOD OF SELECTION

Proposals will be reviewed by an evaluation team for the purpose of identifying and recommending those individuals offering, in total, the highest qualifications and experience with this type of project. The individuals or firms recommended may also be interviewed by members of the evaluation team for the express intention of recommending a final short list of individuals or firms. It is anticipated that the recommended consultant(s) will be forwarded to the City Council for authority to negotiate by the February 4, 2010 City Council meeting.

The proposals will be evaluated on various criteria including but not limited to the following:

1. Experience with projects, which include sanitary sewer replacements within a fully developed urban area. Knowledge and previous experience with various methods of sanitary sewer main replacement and rehabilitation. (25%)
2. Quality and Quantity of past projects, proposal and presentation material. Ability, capacity, skill and organization of the respondent to complete the project within budget and in an established timeline. Examples of past Projects will be helpful in relating past experiences. Designs for the proposed sites will not be necessary. (25%)
3. Manner in which the consultants interact with the various groups involved with the development (such as regulatory agencies and City staff). (10%)
4. Financial stability and credit history. (10%)
5. The previous and existing compliance by the offerer with laws and ordinances relating to the contract or services. Past experience of proposer to interact with the various regulatory agencies. The character, integrity, reputation, judgment, experience, location and efficiency of the respondent. (10%)
6. The number and scope of the conditions attached to proposal. (5%)
7. Ability to adequately convey his perceptions of the opportunities and constraints surrounding this type of project. Feedback from references. (15%)

Irving Capital Improvements Program Department
2010 Sanitary Sewer Main Replacements
Request for Proposal

DEADLINE FOR SUBMITTING PROPOSAL

A pre-proposal meeting to provide information and answer questions concerning this project will be held December 3, 2009 at 9:00 a.m. The meeting will be held in the First Floor Conference Room, of the Civic Center, 825 W. Irving Blvd.

All proposals shall be clearly marked and shall be delivered to:

**City of Irving
Purchasing Department
845 W. Irving Blvd.
Irving, Texas 75060**

no later than 3:00 p.m. on the 10th day of December 2009.

LATE PROPOSALS WILL BE RETURNED UNOPENED.

CONTACT PERSON

In the event clarification or additional information is needed, contact:

Wayne E. Lee, P.E.
Engineering Manager
Capital Improvements Program Department
(972) 721-2778

End of Proposal

SCT/11-20-09
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