

**CITY OF LA VISTA**  
**MAYOR AND CITY COUNCIL REPORT**  
**JANUARY 21, 2020 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
REQUEST FOR PROPOSALS – ENGINEERING SERVICES	◆ RESOLUTION ORDINANCE RECEIVE/FILE	PAT DOWSE CITY ENGINEER

**SYNOPSIS**

A resolution has been prepared authorizing the advertisement of a Request for Proposals (RFP) for professional engineering services for the conceptual design phase of the Giles Road Widening Project, from approximately the I-80 Eastbound on/off ramps to 96<sup>th</sup> Street.

**FISCAL IMPACT**

The FY 19/20 Biennial Budget provides funding for this project.

**RECOMMENDATION**

Approval.

**BACKGROUND**

The traffic demand on the west side of the Giles Road corridor continues to increase with ongoing development and normalizing traffic patterns. As traffic levels eventually increase to at or near capacity for many components of the roadway network, congestion and delay will also increase, which will compound traffic related issues for the traveling public and City resources. This RFP is intended to engage transportation planning and engineering professionals to evaluate the current corridor and provide recommendations for short term and long-term improvement projects as well as begin to coordinate said potential projects with adjacent jurisdictional entities.

**RESOLUTION NO.**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE REQUEST FOR PROPOSALS FOR CONSULTING ENGINEERING SERVICES FOR A CONCEPTUAL DESIGN FOR THE GILES ROAD WIDENING PROJECT.

WHEREAS, the Mayor and Council have determined that consulting engineering services are necessary; and

WHEREAS, the FY 19/20 Biennial Budget provides funding for the proposed services; and

WHEREAS, proposals will be due February 21, 2020 with the approval of selected firm by the City Council on March 17, 2020, subject to the discretion of the City;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council hereby authorize the request for proposals for consulting engineering services for a conceptual design for the Giles Road Widening Project.

PASSED AND APPROVED THIS 21ST DAY OF JANUARY 2020.

CITY OF LA VISTA

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Douglas Kindig, Mayor

ATTEST:

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Pamela A. Buethe, CMC  
City Clerk



REQUEST FOR PROPOSAL  
FOR  
CONSULTING ENGINEERING SERVICES  
FOR  
CONCEPTUAL DESIGN  
FOR  
GILES ROAD WIDENING  
CITY OF LA VISTA, NEBRASKA

**ISSUE DATE:  
JANUARY 22, 2020**

**PROPOSALS DUE:  
FEBRUARY 21, 2020 – 11:30 a.m. CST\***  
\*Late Proposals Will Be Rejected

**RETURN SUBMITTALS TO:**  
Pamela A. Buethe  
City Clerk  
8116 Park View Blvd.  
La Vista, NE 68128  
[pbuethe@cityoflavista.org](mailto:pbuethe@cityoflavista.org)  
402.331.4343

## CITY OF LA VISTA

### REQUEST FOR PROPOSAL FOR:

#### **CONSULTING ENGINEERING SERVICES FOR CONCEPTUAL DESIGN FOR GILES ROAD WIDENING**

##### NOT AN ORDER

From: City of La Vista  
City Clerk  
8116 Park View Blvd.  
La Vista, Nebraska 68128

Published:  
January 29, 2020

**PROPOSAL DEADLINE:**  
February 21, 2020 at 11:30 a.m.  
La Vista City Hall  
8116 Park View Blvd.

(Council Approval is Scheduled for March 17, 2020.)

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#### PURPOSE

The City of La Vista, Nebraska (City) is hereby soliciting consultant proposals for professional services to provide design services for the Conceptual Design for the Giles Road Widening Project. This request invites qualified consultants to submit proposals for accomplishment of the work described below under Scope of Services. Once the firm is selected, a contract will be negotiated based upon a mutually agreed upon scope of services.

#### PROJECT DESCRIPTION

Provide professional engineering and surveying services to prepare conceptual plans and opinions of construction costs for public infrastructure including storm sewers, pavement for roadways, traffic signal timing, coordination and/or improvements, as well as preliminary utility coordination for the Giles Road corridor from the I-80 Eastbound on/off ramps to 96<sup>th</sup> Street. It is generally anticipated that Giles Road will be widened to a six-lane section from the I-80 Eastbound on/off ramps to a point east of 120<sup>th</sup> Street to accommodate future traffic, with additional turn lanes and/or additional signal improvements through the east terminus of the project. An aerial of the contemplated project limits is attached herewith as Exhibit "A".

#### SCOPE OF SERVICES

- Perform topographic survey and/or GIS analyses of existing corridor as to understand the existing roadway geometry and configuration. Further design will most likely warrant in-depth survey of the entire corridor, but survey data for this phase of the project will mainly

be for critical information related to roadway geometry and feature elevations.

- Review signal timing plans, and where necessary, conduct traffic studies at the Giles Road intersections of Southport Parkway, West Giles Road, 120th Street, 117<sup>th</sup> Street, 114<sup>th</sup> Street, 108<sup>th</sup> Street, and 96<sup>th</sup> Street. Traffic studies may need to be undertaken at the unsignalized intersections of 107<sup>th</sup> Street 103<sup>rd</sup> Street, 101<sup>st</sup> Street and/or 99<sup>th</sup> Plaza if signalization and or/access control is anticipated within the design horizon of the corridor.
- Identify short terms improvements, such as signal timing, reconfiguration, and/or striping modifications to allow for acceptable levels of service on the corridor within a 5 to10-year design horizon. If acceptable levels of service cannot be obtained, assign priority to improvements that will have the greatest level of service impacts. Identify long term improvements for a 20-year design horizon, such additional lane improvements, turning lane improvements, signal improvements, access management and/or roadway reconstruction/reconfiguration. Long term improvements should include potential phasing, and/or projects that may be able to be broken out and completed by priority and/or level of service impact to the corridor. Long term and short term solutions should generally contemplate allowing for one through lane of traffic in each direction at all times.
- Identify through desktop analysis potential jurisdictional waters of the United States in the anticipated work areas, and potential permitting options to satisfy potential permitting requirements. A full jurisdictional investigation and permit application will not be pursued until such time as final design is commenced.
- Review all available reports, plans, maps and studies that the City has available for the project area and incorporate relevant information from such documents into the design work for the contemplated improvements. The City will make available copies of any infrastructure plans for abutting roads and sewers as well as publicly submitted studies.
- Consider potential stormwater management considerations for the project, including stormwater BMPs, consistent with transportation corridors.
- Consider multimodal alternatives and their potential incorporation into the corridor, including multi-use trail connections, pedestrian connections/accessibility, transit considerations, and other potential transportation innovations.
- Meet with the City and other jurisdictional entities including but not limited to, Nebraska Department of Transportation, Natural Resources District and the Burlington Northern Railroad for the purpose of discussing designs, options, potential construction scheduling, potential permitting, alternatives, costs, and other relevant matters related to facilitating the construction of this project, as well as coordination with other jurisdictional rights of way within the vicinity of the corridor.
- Meet and coordinate with utility companies within the corridor to understand the existing locations of utilities, and potential conflicts that may arise in the final design and construction phases of the project.
- Prepare a preliminary opinion of probable construction costs based upon the conceptual

plans including anticipated engineering fees for design and construction phase services. The cost opinion should include any other contemplated soft costs, such as right of way/easement acquisition, permitting fees, etc.

- Prepare conceptual plans (15%) for the roadway corridor, bridges and signals. Preliminary plans shall contain proposed vertical and horizontal alignment, typical cross sections, conceptual construction limits and right of way limits, contemplated bridge type, size and location plans for any contemplated bridge expansions.

## PROJECT SCHEDULE

All firms submitting proposals must be prepared to initiate work on this project immediately upon Notice to Proceed. The selected firm must be able to complete the services in time to invoice for 100% of the work product by September 30, 2020. A Notice to Proceed is anticipated to be issued on or about March 23, 2020. Only those firms able to perform the necessary work activities within this schedule should respond to this RFP.

## PROPOSAL REQUIREMENTS

In order to facilitate review of the project proposals by the City of La Vista, the following information must be included in the proposal in the order listed:

1. A letter of interest not to exceed 2 pages. This needs to identify the primary and secondary contact persons with phone and e-mail contact information.
2. The body of the proposal (Project Understanding and Approach) shall be limited to fifteen (15) pages, 8 1/2" by 11" single sided and up to five (5) additional pages, 11" by 17" single sided.
3. Listing of organization(s) included in the Project Team. This discussion should include the primary areas of responsibility of each team member and an estimated proportion of the total contract work to be performed by each team member/firm.
4. A listing of similar work performed within the last 3-years to include dollar value, project description, project team, and contacts for project owners. Each project description (maximum of four (4) allowed) will be limited to one single sided page.
5. A maximum of 5 pages of additional supportive material such as charts, tables, or photos.
6. The names of key personnel, qualifications, experience and the proposed project manager shall be provided. This should include a discussion of similar projects the key personnel and project manager have worked on. The availability of the key personnel and their redundancy to work on this project needs to be set forth in the Proposal.
7. A project schedule outlining the time frame and estimated completion date of each major task outlined in the project approach section. The project schedule should include estimated dates for deliverable products throughout the course of the design period.

8. Submit three (3) bound copies of the Proposal and one (1) thumb drive containing a pdf copy of the Proposal.
9. Provide proof of professional liability insurance in the amount of not less than \$2,000,000.

**NOTES:**

- A. Price IS NOT a selection factor and is not to be included in the consultant's proposal. A Professional Services Agreement will be negotiated after the consultant is selected.
- B. The City of La Vista reserves the right to utilize the selected consultant for future phases of design work and construction services.

**SELECTION CRITERIA**

Proposals will be reviewed, evaluated, and ranked by an internal review committee. The review committee will evaluate and score the proposals to determine the consultant best qualified for the project. Negotiations will be held with the top ranked consultant to establish a fee for the project. In the event an agreement is not reached, then negotiations will take place with other consultants in the order of ranking if needed. The selection criteria, including their relative importance are:

Criteria	Point Range
1. Ability and experience of professional personnel and staff.	0 – 20
2. Past performance for La Vista or other agencies.	0 - 20
3. Adequate staff to perform the work and ability to meet time requirements.	0 - 20
4. Project understanding and approach	0 - 20
5. Considerations for transportation innovations and multimodal connectivity	0 - 20
Total Points (Maximum)	100

**PROTOCOL**

Proposals must be at the City Clerk's Office at City Hall, 8116 Park View Boulevard, La Vista, NE 68128 no later than 11:30 am, February 21, 2020. No exceptions to this deadline will be given. Please provide the required copies of your proposal in an envelope or other sealed container clearly marked on the exterior as containing "Proposal for Engineering Consulting Services - Giles Road Widening".

All correspondence, questions, and additional information regarding this RFP must be presented in writing and addressed to City of La Vista, Pat Dowse, City Engineer, 9900 Portal Road, La Vista, NE 68128 or electronically to [pdowse@cityoflavista.org](mailto:pdowse@cityoflavista.org).

Proposals must remain firm for sixty (60) days from the proposal due date. City of La Vista reserves the right to refuse any or all proposals and to waive technicalities in order to accept proposals that may be in the best interest of the City of La Vista, at its sole discretion.

The consultant, with regard to the services performed by it during the project, shall not discriminate on the grounds of race, color, national origin, sex, age and disability/handicap including selection of sub-consultants.

END OF RFP