

**CITY OF LA VISTA  
MAYOR AND CITY COUNCIL REPORT  
FEBRUARY 19, 2013 AGENDA**

<b>Subject:</b>	<b>Type:</b>	<b>Submitted By:</b>
AUTHORIZE REQUEST FOR PROPOSALS – ENGINEERING SERVICES HELL CREEK CHANNEL-PHASE II	◆ RESOLUTION ORDINANCE RECEIVE/FILE	JOHN KOTTMANN CITY ENGINEER/ASSISTANT PUBLIC WORKS DIRECTOR

**SYNOPSIS**

A resolution has been prepared authorizing a Request for Proposals for engineering services necessary to prepare grant funding applications and preparation of plans and specifications, if grant funding is successful, for channel stabilization activities in Hell Creek Phase II. Phase II is in the vicinity of the Olive Street bridge.

**FISCAL IMPACT**

The FY 2012/13 Capital Fund Budget provides funding for this project.

**RECOMMENDATION**

Approval

**BACKGROUND**

Hell Creek has experienced moderate to severe stream bank erosion and degradation from the I-80 bridge to the West Papillion Creek threatening four bridges and other infrastructure. Phase I stabilization work from just south of Harrison Street to the pedestrian bridge approximately 1,000 feet north of Harrison Street was completed in early 2012. Phase II channel stabilization improvements will be focused on the area from 300 feet south of Harrison to 300 feet south of the Olive Street bridge. Erosion is becoming significant around the Olive Street bridge piers and is progressing towards adjacent sanitary outfall sewers at meanders in the creek. In the long term the Phase II stabilization work is needed to protect the work completed in Phase I.

**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES NECESSARY FOR THE CHANNEL STABILIZATION ACTIVITIES IN HELL CREEK PHASE II IN THE VICINITY OF THE OLIVE STREET BRIDGE.

WHEREAS, the Mayor and Council have determined Hell Creek Channel Stabilization is necessary, and

WHEREAS, the FY 2012/13 Capital Fund Budget provides funding for the proposed project; and

WHEREAS, Phase I stabilization work from just south of Harrison Street to the pedestrian bridge approximately 1,000 feet north of Harrison Street was completed in early 2012; and

WHEREAS, Phase II channel stabilization improvements will be focused on the area from 300 feet south of Harrison to 300 feet south of the Olive Street bridge; and

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council hereby authorize the request for proposals for engineering services necessary for the channel stabilization activities in hell creek Phase II in the vicinity of the Olive Street bridge

PASSED AND APPROVED THIS 19TH DAY OF FEBRUARY, 2013.

CITY OF LA VISTA

\_\_\_\_\_  
Douglas Kindig, Mayor

ATTEST:

\_\_\_\_\_  
Pamela A. Buethe, CMC  
City Clerk

# **REQUEST FOR PROPOSALS**

## **FOR PROFESSIONAL ENGINEERING SERVICES**

### **HELL CREEK CHANNEL IMPROVEMENTS – PHASE II**

#### **CITY OF LA VISTA, NEBRASKA**

### **PROJECT DESCRIPTION**

The City of La Vista is requesting proposals for professional engineering services to prepare grant applications, Corps of Engineers permit application, preliminary design and preliminary estimates for stabilization of Hell Creek-Phase II. For permitting purposes the scope of work includes Hell Creek from 300 feet south of Harrison Street (end of Phase I improvements) to the confluence with West Papillion Creek. For preliminary design and estimating purposes, the scope of work includes Hell Creek from the end of Phase I improvements to 300 feet, more or less, downstream of the Olive Street bridge. A previous report entitled "Hell Creek Stream Stabilization Study" prepared by WLA Consulting, Inc., dated November 2009 will be made available to interested firms. It is also available at [www.dcengineer.org](http://www.dcengineer.org) under "Information". Within the "Hell Creek Stream Stabilization Study" the portion of the channel area designated as "Phase 3" is the portion identified as Phase II in this RFP.

### **SCOPE OF SERVICES**

- Obtain topographic survey of the Hell Creek channel area from the end of the Phase I improvements to approximately 300 feet south of the Olive Street bridge in sufficient detail as will allow eventual preparation of construction plans for improvements in this area. This should include locating property lines.
- Obtain supplemental creek cross sections, thalweg profile, and hydraulic structure information as needed in the Hell Creek channel area from 300 feet south of Olive Street bridge to the confluence with Hell Creek to allow a determination of potential grade control structure locations and channel stabilization locations so as to present a composite channel impact assessment when seeking a Corps of Engineers permit.
- Review all available reports, plans, maps and the "Hell Creek Stream Stabilization Study". The City will make available copies of any infrastructure plans for abutting roads, sewers, and the Olive Street bridge.
- Meet with the City and local agencies such as Sanitary & Improvement Districts and the Papio-Missouri River Natural Resources District for the purpose of discussing alternatives, costs, and other relevant matters.

- Prepare a conceptual plan of channel improvements that recommends channel grade control structure locations (particularly at the Olive Street bridge), channel bank stabilization locations (particularly where abutting outfalls sewers may be at risk), existing storm sewer outlet modifications, and provisions to accommodate a future hiking/biking trail installation along the west side of the channel.
- Conduct a pre-application meeting with the Nebraska Regulatory Office of the Corps of Engineers. Based on the comments obtained modify the conceptual plan to fit within Nationwide Permit criteria, if possible.
- Prepare an opinion of probable construction costs based upon the conceptual plans including engineering fees for design and construction phase services. The costs should include geotechnical investigations for the proposed construction area.
- Prepare a recommendation as to the feasibility and benefits of seeking funding under each of the levels of participation offered in the Papio-Missouri River Natural Resources District Urban Drainageway Grant program.
- Prepare grant application submittals to the Nebraska Department of Environmental Quality (Section 319 EPA funding) and to the Nebraska Environmental Trust by the September 2013 deadlines. Answer questions and provide additional details from grant application reviewers as required.
- Prepare a grant application to the Papio-Missouri River Natural Resources District by the March 2014 deadline taking into consideration the outcomes of the NDEQ and NET grant applications.

## 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 meet grant application deadlines on or about September 1, 2013. 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 ten (10) pages, 8 1/2" by 11" single sided and up to three(3) additional pages, 11" by 17" single sided.
3. Organizational chart of resources not to exceed 1 page.
4. A listing of similar work performed within the last 5-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 2 pages of additional supportive material such as charts, tables, or photos.
6. Resumes of up to 7 key personnel may be submitted explaining their proposed roles in the project, their relevant experience and their workplace location. Resumes shall be limited to one (1) single sided page per person.
7. Submit three (3) bound copies of the Proposal and one (1) CD-R containing a pdf copy of the Proposal.
8. Provide proof of professional liability insurance in the amount of not less than \$1,000,000.

#### NOTES:

- A. Price IS NOT a selection factor and is not to be included in the consultant's proposal. The cost plus a fixed fee contract will be negotiated after the consultant is selected.
- B. The City of La Vista reserves the right to utilize the selected consultant for final design and construction phase services if grant applications are successful in obtaining sufficient funding for the project.

#### 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. Negotiations are anticipated to occur during the week of March 25, 2013. 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	0 – 20
3. Adequate staff to perform the work and willingness to meet time requirements.	0 - 10

4. Location of project in regard to the location of the consultant's Personnel and the consultant's familiarity with the area.	0 - 15
5. Information provided.	0 - 15
6. Project understanding and approach	0 - 20
Total Points (Maximum)	100

## PROTOCOL

Proposals must be at the City of La Vista Public Works Department, 9900 Portal Road, La Vista, NE 68128 no later than 3:30 pm, March 15, 2013 (3/15/2013). 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 for Hell Creek Channel Improvements-Phase II.

Firms interested in submitting proposals should contact John Kottmann, City of La Vista Public Works Department, 9900 Portal Road, La Vista, NE (402) 331-8927, or [jkottmann@cityoflavista.org](mailto:jkottmann@cityoflavista.org) for any additional questions regarding the project.

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