

REQUEST FOR PROPOSALS

LPA Transportation Related Services

Public Works Department
City of Harrisonville, Missouri



RFP #T-2023-02

The City of Harrisonville, Missouri invites interested firms to submit their qualifications for LPA related services as described herein. Submittals must be received by the Public Works Department, 201 W. Chestnut St., Harrisonville, Missouri, 64701, marked “**Engineering Services for LPA Transportation Related Services; RFP #T-2023-02**”. Submittals must be received no later than: **2:00 P.M., on Thursday, March 16, 2023.**

For information contact: Ted Martin, City Engineer at (816) 380-8964 or email: tmartin@harrisonville.com

SUMMARY OF REQUEST

Project Description

The City along with the U.S. 71/291 TDD is planning on utilizing a design-build arrangement for the extension of Royal Street from MORt 291 to Jefferson Parkway and Plaza Drive from Commercial Street to the Royal Street extension. Now the City intends to seek LPA certified consultants to serve as the Owners Representative for this upcoming design-build project. The required services may consist of, oversight, coordinating, managing, assisting, and the quality control of the following tasks:

- Surveying - setting of controls, topographic, hydrologic, right of way, and bridge surveys.
- Geotechnical - including borings, materials selection and design, and dam design.
- Environmental – field investigations, NEPA documents, and environmental permitting
- Structural Engineering – hydraulic and structural modeling and analysis.
- Site Development Engineering – utility studies, extensions, and relocations, park land enhancements, and property layout.
- Transportation Engineering, including roadway and intersection design, traffic studies, utilities, and public involvement.
- Water Resources including stormwater detention, floodplains, and storm sewer design.
- Estimating,
- Plan Reviews,
- Construction Management and Observation.

Consultant should be familiar with the Design-Build method of delivery and be able to provide expert services in multiple areas.

SUBMITTAL REQUIREMENTS

Three bound copies of the Proposal must be submitted to the City Engineer. Submittals shall be limited to 20 pages.

Questions by Offerors

Any questions about the contents of an RFP should be addressed to the City Engineer. If time permits, such questions should be submitted in writing. The City reserves the right to require that all questions be submitted in writing. If the City determines that questions by a prospective offeror and the answers thereto are of a general nature, the City reserves the right to provide such questions and answers to all prospective offerors.

Proposal Evaluation

All responsive submittals will be evaluated. To fully evaluate the abilities of each offeror and the offeror's qualifications, the following information must be a part of the offeror's submission:

Firm experience - The offeror is required to submit a brief description of the firm including a list of clients for whom the same or similar work has been performed. The name of a representative for each of the identified clients must be included. (20 points)

Ability to perform - The capacity and capability of the firm to perform the LPA work in question, including specialized services, within the time limitations fixed for the completion of the project (20 points)

History of work - The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules (20 points).

Understanding of the project – The firm's approach to, and familiarity with, the Owner's Representative involvement with the design-build process. (20 points).

Personnel - The offeror is required to submit the names, qualifications, and LPA certifications for those members of the firm who will be directly involved with the proposed services (20 points).

Additional services - The offeror shall provide a description of any services the offeror proposes to provide that are in addition to those services specifically requested by the RFQ.

Equal Employment Opportunity

The City of Harrisonville is an Equal Opportunity Employer and requires the selected firm to submit a signed Equal Employment Opportunity document.

Fee

The work's scope and fee shall be negotiated after selection.

Purchase Order/Contract

The City intends to use a Purchase Order for this service which will incorporate our RFP and the responder's proposals. As required by the State of Missouri, the selected firm may be required to submit certifications and affidavits along with the contract, selection, and bid documents,

Insurance

The offerors shall indicate in the Proposal its ability to provide the following insurance coverage and its limits. City shall be named as additional insured.

General Liability Coverage – \$300,000 for any one person in a single accident or \$1,000,000 per occurrence.

Automobile Liability Coverage – \$1,000,000 combined single limit.

Professional Liability Insurance – \$2,000,000 per occurrence.

Workers Compensation and Employees Liability insurance coverage for entire liability under state law.

Conflict of Interest

No offeror shall give, loan, sell or trade anything of any value to any employee or officer of the City to gain favorable acceptance of its Proposal.

Late Proposals

No Proposals will be accepted after the deadline for submission of proposals, regardless of the reason for such lateness. Any Proposals that are delivered after the submission deadline will not be considered.

Exceptions to the RFP

Any exception which the offeror may take to the RFP shall be clearly set forth in the proposal.

Indemnification and Hold Harmless

The Offeror agrees to indemnify, and hold harmless the City and its officers, agents, and employees from and against all suits, actions, attorney fees, costs, expenses or claims of any character brought because of any injury or damage received or sustained by any person, persons, or property arising out of or resulting from any negligent act, error, or omission of their Engineer or their agents or employees. The Offeror is not required hereunder to defend the City, its officers, agents, or employees, or any of them from assertions that they were negligent or indemnify and save them harmless from liability based on the City, its officers, agents or employees' negligence.