

Northwest Arterial/John Deere Road Corridor

Project Number: HDP-C031(110) --6B-31

Construction Engineering and Inspection Services

Request for Proposal

Dubuque County

INTRODUCTION

Dubuque County, Iowa (hereafter referred to as the County) is soliciting competitive proposals from qualified professional consulting engineering firms or project teams to determine interest and capabilities providing Construction Engineering and Inspection Services for the reconstruction of Northwest Arterial/John Deere Road Corridor in Dubuque County.

The professional consultant services contract will be for a proposed Northwest Arterial from US Highway 20 to US Highway 52 N, D10 from US Highway 52 N to S John Deere Road and S John Deere Rd from D10 to Peru Road.

Construction Engineering and Inspection Services for the Northwest Arterial from US Highway 20 to US Highway 52 N portion will either be segregated or handled by a supplemental agreement.

It is anticipated that the timeframe for the Project will be approximately twenty-eight (28) months to thirty-four (34) months following the signing of a professional services contract. The selected Consultant will be expected to complete the contracted scope of work within the specified timeframe, under the general direction and coordination of the County Engineer as authorized by the Board of Supervisors.

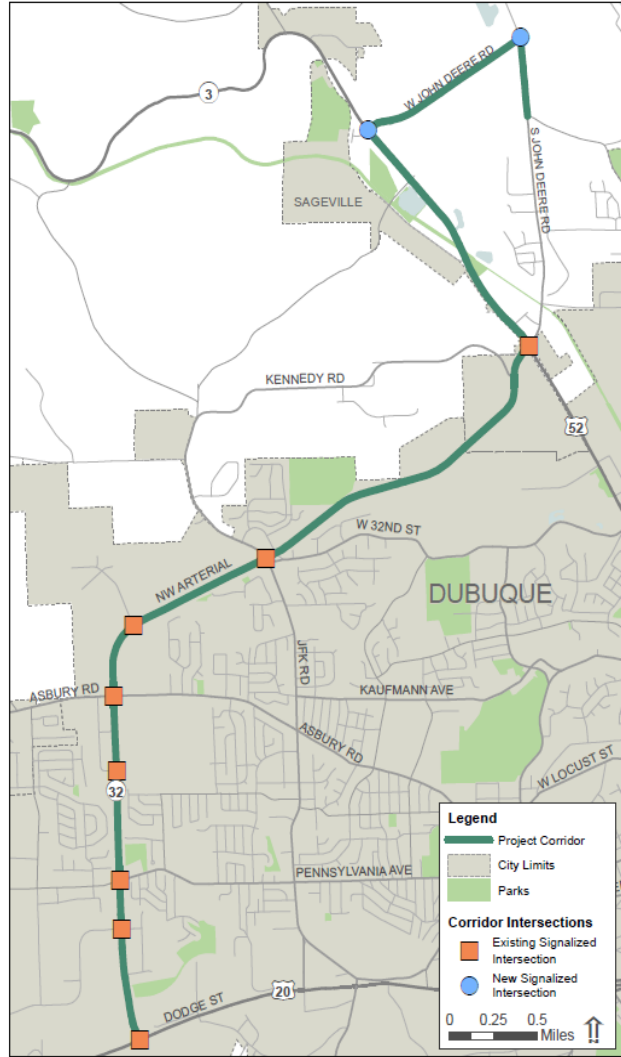
PROJECT BACKGROUND

Dubuque County is located in the State of Iowa. The County is approximately 617 square miles in area, with a population of approximately 97,000 people. Northwest Arterial/John Deere Road Corridor is one of the primary corridors through the City of Dubuque and Dubuque County that moves freight through the region.

First-rate infrastructure is key to the region's economic vitality. Dubuque is a transportation hub. Its central location provides companies with low-cost trucking options, a large network of four-lane highways and close proximity to Interstates 80 and 35 providing coast-to-coast access. However, while the broader freight network supports the efficient shipment of goods, a key Dubuque County manufacturer faces transportation challenges at the footstep of its facility.

Access to the John Deere Dubuque Works factory is impeded by poorly functioning roadways. From U.S. Route 20, workers and tractor trailers must navigate Dubuque’s failing Northwest Arterial to the inadequate, two-lane S. John Deere Road. From U.S. Route 52/Iowa Highway 3, W. John Deere Road provides deficient access to the manufacturing facility. On the Northwest Arterial, vehicles encounter a deteriorated roadbed, slow-moving traffic and multiple hazards. The Level of Service (LOS) on S. John Deere Road during the manufacturing plants three shift changes is commonly at “F.” The over-capacity W. John Deere Road presents greater difficulty, with dangerous intersections, obstructed sight lines and risks to pedestrians. These conditions will worsen as John Deere plans expand in the near-term with 550 new production and 100 more salaried jobs.

Due to rising concerns at the John Deere facility, Dubuque County and the City of Dubuque commissioned an Intersection Site Safety Assessment in 2018 to analyze potential risks. This spring, existing traffic volumes, delays, geometrics and other data were studied to identify improvements in the corridor. Specifically, the BUILD-supported project will:



- Bring the Northwest Arterial into a state of good repair with resurfacing, rehabilitation and minor reconstruction;
- Realign and signalize W. John Deere Road and the South Parking Lot Drive to create a four-legged intersection with S. John Deere Road, with consideration to large truck turning movements and pedestrian crossing provisions;
- Add a southbound lane from W. John Deere Road to south of Peru Road to accommodate through traffic and provide a climbing lane for large, slow vehicles heading south from Peru Road toward the Northwest Arterial, U.S. Route 52 and Iowa Highway 3;
- Build turn lane improvements at the Peru Road and S. John Deere Road intersection, with consideration to large truck turning movements and provisions for future signalization;
- Make geometric improvements, including adding turn lanes and signalization of the intersection of U.S. Route 52/Iowa Highway 3 and W. John Deere Road;

- Develop a multi-use trail along the south side of W. John Deere Road to connect the John Deere factory with the Proving Grounds Recreation Area, the Heritage Trail, Heritage Pond and the Northwest Arterial Trail.

PROJECT SCOPE

The Consultant should not feel constrained to the preliminary scope of services as outlined in this RFP. Consultants are encouraged to include any ideas to improve the development of the Project as outlined and to recommend work not identified in this RFP.

The final contract scope of services may be adjusted to include items not listed in the preliminary scope of services, if it is determined that additional factors need to be investigated and addressed in the project development and design process.

The scope of services to be performed by the Consultant shall be completed in accordance with generally accepted standards of practice, the Iowa DOT Design Standards and Specifications and shall include the services and supplies to advance the project into construction. The scope of services shall include, but is not limited to, the following tasks:

1. Provide review of General Contractors, materials, and submittals
2. Conducting preconstruction conference
3. Providing an interpretation of plans, along with scheduling, phasing and staging requirements
4. Providing construction survey and staking necessary for construction of the project in accordance with Iowa DOT requirements
5. Providing project construction inspection in accordance with Iowa DOT requirements
6. Completing materials testing as per Iowa DOT requirements
7. Preparing and reviewing pay estimates and change orders
8. Completing and compiling quarterly reports in accordance with Iowa DOT requirements
9. Completing and compiling materials paperwork
10. Completing paperwork for project closeout
11. Conducting a final audit with Iowa DOT

CONTRACT INFORMATION

- The County anticipates that the selection process will be completed by the end of February 2022. The selection committee will be conducting interviews with the top three most qualified consultants in the week of February 7-11, 2022. The consultants will receive notice approximately one week prior to the interview date.
- The anticipated start date of the contract will be April 1, 2022.
- The estimated duration of the contract will be 28 to 34 months.
- The Contract Type – Project-Specific
The Payment Method – Specific Rate of Compensation

GENERAL REQUIREMENTS

The County is following the Iowa DOT Instruction Memorandums for local public agencies I.M 3.310.

DBE GOAL

The County has determined to set the DBE goal at 5%. It is the policy of the Iowa DOT that Disadvantaged Business Enterprises (DBE) shall have the maximum practicable opportunity to participate in the performance of contracts financed in whole or in part with federal-aid highway funds. Most of the work under this contract is expected to involve federal-aid highway funds. Consultants will be expected to demonstrate a good faith effort to meet this goal, and the selection process will include an evaluation of that effort. A list of certified DBE firms may be found on Iowa DOT's web site at: <https://secure.iowadot.gov/DBE/Home/Index/>

SELECTION INFORMATION

Initial Evaluation Criteria

Proposals will be screened to ensure that they meet the minimum requirements of the required format. A selection committee will review qualifying proposals and select proposer for placement on the proposer short-list for the project. The following criteria in order of their relative importance (most is first; least is last) will be used to initially evaluate submitted proposals.

1. A high level of professional competence and a proven track record in providing labor, material and equipment to supply the proposed scope of service
 - a. Qualifications and experience of the proposer and any sub-vendors.
 - b. Demonstration of the project team's professional expertise and technical abilities.
 - c. If a joint venture with sub-vendors, the track records of the sub-vendor experience working together.
 - d. Experience of the proposer working on municipal projects.
 - e. Experience of the proposer working on municipal projects in Iowa.
2. Approach/methodology in completing scope of services such as:
 - a. Grasp of project requirements and level of interest in the project.
 - b. Creativity and problem-solving ability.
 - c. Ability of the proposer's team to demonstrate initiative, motivation and knowledge as an indication of their desire to work with Dubuque County.
3. Proposed schedule required to complete project.
4. Quality and completeness of the written proposal. The proposal should clearly demonstrate understanding of the overall scope of the project.

Proposer Short-List Evaluation Criteria

The Selection Committee will evaluate proposals on their ability to address the evaluation criteria. The point value of each evaluation criterion is indicated below, adding up to a total of 100 points.

- Key Staff and Experience– 40 Points (40%)

This category refers to the quality and similarity of the consultant’s previous projects to this project. In addition, technical ability and specialized expertise of the consultant’s staff or sub consultants is also a factor for this category.

- Technical Qualities, Past Experience, Knowledge of Federal and State Regulations and Ability to Work with Lead Agencies – 30 Points (30%)

This category allows the selection committee to determine if there are certain technical qualities or understanding of the project that make one consulting firm stand out over another firm. knowledge of Federal and State regulations and ability to coordinate with lead agencies. This may include but is not limited to: the detail of their work, reputation from other agencies the firm has worked with, experience working with subcontractors or subconsultants, working with federal and state agencies like Iowa Department of Transportation, Federal Highway administration etc. and the success of previous projects.

- Work Plan and Timeline – 5 Points (5%)

Points will be awarded in this category based on the proposed timeline and work plan to meet schedule that is presented by each of the consulting firms.

- Understanding Local Issues and Resources Available to Complete the Project – 10 Points (10%)

This category awards points based on the staff available to work on the project, other projects the company is working on, the location of a firm and the technological resources available to complete the project. Show possible examples of risk management and mitigation.

- Responsiveness – 10 Points (10%)

This category awards points based on completeness of RFP and submittals. Demonstrate abilities to address development and coordination issues quickly and efficiently with all parties. Show examples of addressing critical issues on other projects.

- DBE Participation – 5 Points (5%)

The Selection Team will consider the Project Team’s willingness and ability to meet or exceed the established DBE involvement goal as stated in “General Requirements”.

PROPOSAL REQUIREMENTS

Please provide the following information in the order listed:

- All responders must provide adequate information on the response's cover page to clearly identify the submittal is for the Northwest Arterial/John Deere Road Corridor Construction Engineering and Inspection Services along with the replying firm and an email for the point of contact for the firm.
- Include your firm's approach to addressing the identified tasks, your eligibility to meet the requirements of the "Required Work Categories" for the work you intend to perform, your understanding of the project's scope and key issues. Briefly discuss similar projects the members on your team have completed in the past three to five years. This listing should be limited to the three most applicable projects.
- Include the name, qualifications, experience, office address and availability of the contract manager as well as the manager in charge of each major work task. This information should include the identification of similar projects managed or participated in by these individuals. The selection of a contract manager and work task managers by a firm will constitute a commitment by that firm and NO substitute managers will be allowed without prior written approval by the Iowa DOT.
- Include experience and qualifications as related to the "Required Work Categories" for any sub-consultants to be used and work they will perform.
- Include a detailed resume, summary of current workload and a time commitment for each professional or technical person to be assigned to the project. Identify the principal or manager who will serve as the project manager.
- A project schedule outlining the timeline and estimated completion date of each major task identified in your scope of work. This should include a schedule with a description of all deliverable products throughout the period. A graphical representation of the proposed schedule should be included.
- The location of the office where the majority of work will be performed.
- A disclosure of all work for other clients that may be affected by work on the proposed contract to avoid a potential conflict of interest.
- Include a statement that the consultant will meet the DBE goal. If the consultant cannot meet the minimum goal, include a commitment statement for the percentage of participation that they can meet.
- Inclusion of promotional literature of a general nature will not be considered in the selection process.

The proposal must be submitted as a single electronic PDF and be formatted to print on 8.5" x 11" pages. The proposal must be limited to 25 single-sided pages. All pages will be counted including: proposal covers, cover letter, dividers, appendices, etc. The maximum size limit of a **proposal is 7.5 megabytes**.

The electronic proposal must be submitted via email to Anthony.Bardgett@DubuqueCounty.us and carbon copy cravada@ecia.org. An email will be sent confirming receipt of the proposal within 30 minutes or by 3:00 p.m. on the submittal deadline date, whichever is later.

Proposals are due by 3:00 pm on **January 21, 2022**.

Any technical questions or questions regarding this RFP shall be submitted via email to Anthony.Bardgett@DubuqueCounty.us and carbon copy cravada@ecia.org. Any questions about this RFP must be received by noon on **January 14, 2022**. Questions and answers regarding this RFP will be posted with the RFP on the county website, www.dubuquecounty.org

Any proposal not complying with all requirements stated in the RFP may not be accepted.

PUBLIC RECORDS LAW

Dubuque County will treat all information submitted by a consultant as open records following the conclusion of the selection process. Open records are public records that are open for public examination and copying. Dubuque County's release of records is governed by Iowa Code Chapter 22 and 761 IAC Chapter 4. Consultants are encouraged to familiarize themselves with these laws before submitting a proposal.

STATEMENT OF NON-DISCRIMINATION

The selection and contract are subject to the provisions of Executive Order 11246 (Affirmative Action to Insure Equal Employment Opportunity). Federal and state laws prohibit employment and/or public accommodation discrimination on the basis of age, color, creed, disability, gender identity, national origin, pregnancy, race, religion, sex, sexual orientation or veteran's status. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa DOT's affirmative action officer at 515-239-1422. If you need accommodations because of a disability to access the Iowa DOT's services, contact the agency's civil rights/ADA coordinator at: 515-239-1514

REFERENCES

I.M. No. 3.310 Federal-aid Participation in Consultant Costs
https://www.iowadot.gov/local_systems/publications/im/3310.pdf

PPM 300.12 – Negotiated Contracts for Architectural, Engineering, and Related Professional and Technical Services (http://www.prof-tech-consultant.dot.state.ia.us/uploads/300_12.pdf)