



REQUEST FOR PROPOSALS

For structure assessment, pile capacity analysis, cost estimating, and rehab vs replacement options for the Maple Ridge Bridge Over Bull Junior Creek.

(P-37-324)

Deadline for Proposals: **JANUARY 30TH 2019**

Village of Kronenwetter
1582 Kronenwetter Drive
Kronenwetter, WI 54455
715-693-4200 ext. 112

INTRODUCTION/HISTORY

The Village of Kronenwetter is requesting proposals for structure assessment, pile capacity analysis, cost estimating, and rehabilitation versus replacement options for the Maple Ridge Bridge Over Bull Junior Creek. (P-37-324). The Bridge, P-37-324, is a 40' long, 30' wide concrete box section bridge originally constructed in 1972.

In October of 2018, a contracted bridge inspector notified the Village of a structural deficiency with the Maple Ridge Bridge that crosses the Bull Junior Creek. The inspection found two support piles completely severed, one on each side of the bridge (NE corner pile and SW corner pile). Due to the immediate concern of the bridge's structural integrity, the Department of Public Works placed barrels along each side of the bridge to restrict heavy loads from traveling over the areas of concern. Upon recommendation of the Wisconsin Department of Transportation, the maximum load of the bridge was restricted to 40 tons.

PROJECT TIMELINE

DEADLINE FOR PROPOSALS: JANUARY 30TH 2019

PIC REVIEW & RECOMMENDATION TO VILLAGE BOARD: FEBRUARY 5TH 2019

VILLAGE BOARD PROPOSAL APPROVAL: FEBRUARY 12TH 2019

PRESENTATION OF INITIAL FINDINGS WITH STAFF: MARCH 21ST 2019

PRESENTATION TO PROPERTIES AND INFRASTRUCTURE COMMITTEE: APRIL 2nd, 2019

FINAL PRESENTATION TO VILLAGE BOARD: APRIL 9TH, 2019

SCOPE OF WORK

The Village has applied for 50/50 cost share through the Marathon County Bridge Aid program and anticipates any necessary work to be complete in 2019. The successful consultant will;

- 1) Provide a detailed structural assessment, pile capacity analysis and recommendations for appropriate load posting while a repair/replace solution is determined.
- 2) Evaluate any possible repairs that could be done to the structure, provide engineering and construction cost estimates, as well as, longevity analysis of said repair.
- 3) Provide structure replacement cost estimates, including engineering and construction.

A copy of the most recent bridge inspection can be requested from Chris Johnson, the Director of Public Works, at cjohnson@kronenwetter.org for review.

FORMAT OF PROPOSAL

The proposal submission may not exceed fifteen (15) single sided standard sized (8½" x 11") pages. The page limit does not apply to resumes (appendix), project schedule (appendix), one-page table of contents, and any folder or cover. Each page must be numbered. Costs for preparing and submitting a response to this RFP are entirely the responsibility of the Consultant.

Six hard copies and one digital PDF copy of the entire proposal must be included with the submittal.

The proposal content shall include the following:

A. Cover Letter

Summary – Provide a brief summary of the firm’s proposal contents, emphasizing qualifications and capabilities of the Consultant and any sub consultants, if appropriate. The summary should indicate an understanding of design services required for performance.

B. Qualification and Experience

Summarize the qualifications and relevant experience for the consultant firm and any sub consultants. The following items should be included: Summary – Provide a summary of the firm’s overall capabilities, history, recent and related experience, and expertise. The proposed relationships among all key personnel and support staff that are expected to provide engineering services should be identified. Provide information on the firm’s experience related to the project’s scope. Provide information on the firm’s current work load, facilities, resources, and experience that clearly demonstrates its ability to successfully complete the project.

Primary Reference Project – Provide a description in more technical detail of at least one primary reference project. The primary reference project should demonstrate working knowledge and experience regarding the preparation of similar projects. Describe the approach and methodology used, including any equipment or special software. Describe any supplemental tasks that are deemed necessary or recommended, which enhanced outcome, reduced costs, or expedited delivery. Identify how quality control was performed and provide a percentage of time that was devoted to this function related to work effort and products. Identify a reference person that is familiar with this project that does not work for the firm that the Village can contact regarding questions about this project.

Resumes – Provide a resume in the appendix for each of the proposed key personnel focusing on relevant experience and the assigned function of each key person. Provide information related to the project’s scope of work. Similar information is required for each sub consultant utilized, if any, and the approximate percentage of their contribution. The proposal should include a statement describing the firm’s commitment of the individuals proposed to perform the requested services.

C. Schedule of Costs and Fees

Each proposal shall include, in a separate sealed envelope or separate email, a copy of the Consultant’s schedule of costs and fees. Each such proposal shall include anticipated costs for the Consultant to complete the scope of work described above under the scope of work. The proposals will also include an overall anticipated project cost, which shall be a not to exceed without approval amount, as well as a breakdown of how that cost was arrived at.

D. Project Schedule

Provide a project schedule based on project tasks associated with the schedule of costs and fees. The schedule shall also include milestone deliverables and meetings.

SELECTION PROCESS AND EVALUATION CRITERIA

The Village’s overall objective is the selection of a highly qualified Consultant to perform the project work at a reasonable cost. Within this overall objective, it is also the Village’s intent that:

- A. The selection process be fair and open
- B. The selection of the Consultant be based on clearly stated objective criteria
- C. Consultant firm’s proposals be evaluated by a qualified evaluation committee

A two-step selection process will be used. The first step will consist of evaluation of the qualifications and technical information submitted by the consultant and will result in a short list of firms who are considered the best qualified based on the evaluation process described below. The second step will consist of opening of the cost proposals from the short listed firms and the total points between the two steps shall determine which firm is recommended to be hired for the project. Interviews may be scheduled.

Step One

- Relevant knowledge, experience and qualifications of firm and team members (25)
- Proposed methodology and work plan to be used in the process (25)
- Understanding of the project and overall completeness of submission (25)
- Experience on similar projects / references (25)

Step Two

- Proposed project costs and fee schedules (50)

PROPOSAL SUBMITTALS

The deadline to submit a proposal is January 30th, 2019 at 10:00am. Proposals can be submitted by email, dropped off or shipped via postal mail. Any questions regarding the content of the request can be directed to the contact below:

Village of Kronenwetter
ATTN: Christopher Johnson
1582 Kronenwetter Drive
Kronenwetter, WI 54455
715-693-4200 ext. 112
cjohnson@kronenwetter.org