

NOTICE OF INTENT TO CONTRACT
PROFESSIONAL SERVICE PROVIDER
Request for Qualifications Number 2016-010

The City of Nolanville has received funding from the Texas Department of Transportation for **Project 1:** TXDOT Transportation Alternatives Program Category 9 for safety improvements at the Nolanville Elementary School Project CSJ# 0909-36-159

Project 2: TXDOT (MAP-21) Surface Transportation Program Metropolitan Mobility—KTMPPO Category 7 for improvements in the downtown Main Street area CSJ# 2057-01-009.

Project Description and Work to be Performed

Project 1: CSJ # 0909-36-159 Description: To construct bicycle and pedestrian improvements on Old Nolanville Road adjacent to Nolanville Elementary School. (SEE Attachment A Scope and Attachment B Maps and Illustrations for Project 1)

Project 2: CSJ# 2057-01-009 Description: To construct bicycle and pedestrian improvements and pedestrian crossing over the BNSF Railroad tracks along Main Street between Avenue I and Highway 190 access roads. (SEE Attachment A Scope and Attachment B Maps and Illustrations for Project 2)

Project Design elements include sidewalks, shared use roadways, street repair, street ribbon curb, bus stop pad and HOP bus pedestrian shelters, lighting, crosswalks, ADA ramps, railroad crossing panels, median channelization at railroad tracks, striping and signage.

Project Schedule

The City is seeks a firm that can adhere to the strict deadline of plans and specifications completion within 4 months. Respondents will be required to state their commitment to this time schedule.

Categories of Work to be Performed

Work will consist of the development of plans, specifications and estimates (PSE), and review of federal, state and local documents required from project approval through design; environmental assessment and mitigation, Federal Davis Bacon Labor monitoring, DBE/SBE/MBE/HUB monitoring, project management, financial management, Buy American certification monitoring, construction project administration, and project closeout.

All infrastructure improvements must be constructed in accordance with Title 23 requirements of the U. S. Code, USDOT regulations available at www.fhwa.dot.gov/legregs/legislat.html with additional adherence to state requirements as listed in the Local Government Project Procedures (LGPP).

Disadvantage Business Enterprise (DBE) Goal

This is a federally funded contract. A DBE goal has not been currently established; however, compliance with the Disadvantaged/Minority Business Enterprise Program, established in 49 CFR Part 26, will be followed and goals monitored, if established by TxDOT.

Contract Structure

The City of Nolanville now intends to enter into a single contract with a professional service provider, pursuant to Texas Government Code, Chapter 2254, Subchapter A. The professional services contract related to this procurement process shall consist of one (1) contract encompassing both projects referenced above. Additionally, the professional services contract will consist of both engineering and project management services.

Basis of Payment

The basis of payment contained in the Professional Services Contract will be Lump Sum.

Scope and Tasks of Services

The specific services to be provided will be determined through a negotiation and mutual agreement between the City and the Respondent. The City expressly reserves the right to perform any part of the project itself or to use outside services as necessary.

Engineering / Project Management services shall be completed in compliance with TxDOT Local Government Project Procedures (LGPP). Services will include, but may not be limited to the following tasks:

- Historical, Archaeological and Environmental Studies, Documentation and Mitigation Plans, if required. Preparation of all documents. Secure TxDOT Environmental approval.
- Citizen Participation: Information Gathering: Attend question and answer sessions at schools and impacted neighborhoods. A citizen participation process shall be proposed by the consultant that is patterned after successful experiences the consultant has had in previous projects of similar scope.
- Topographic Design Survey: Prepare detailed topographic design surveys as needed for design/construction of project.
- Detailed Plans and Specifications: Prepare detailed plans/specifications for each phase of work in proper construction sequence identified by the construction phasing plan. Produce detailed specifications for any specialized construction, which may be required.
- Construction Phasing Plan: Develop a detailed construction phasing plan as a part of the final engineering report.
- Acquisition/ ROW Easement Documents: All activities shall be conducted in compliance with the Federal Uniform Act. Prepare all federal notification documents, field notes/plats, negotiate with property owners. Secure final execution of all legal documents complete with final recording of deed.
- Construction Cost Estimate: Prepare detailed cost estimate utilizing current industry costs relevant to project for each phase of work.
- Bid Letting: Secure TxDOT approval of bidding procedures and permission to begin bid letting, prepare bid advertisements, conduct all pre bid conferences and bid openings. Secure TxDOT concurrence of bid recommendation and award of construction contract.
- Project Implementation: Implement all phases of the project from planning through construction to close out and audit.
- Construction Administration: Manage all aspects of construction administration, including acquisition of permits, coordination with contractors, and regular reporting to the City and TxDOT. The engineering consultant shall document and review all pay requests, inspect all completed work and traffic controls, address construction issues throughout each phase of construction.
- Construction Staking: Provide construction staking per plan design to the contractor on behalf of the City for each phase of construction.
- On-Site Representation: Provide adequate on-site representation services during construction on behalf of the City. Schedule and attend progress meetings.
- Federal Davis Bacon Labor Monitoring and Reporting: Provide wage rates and 10 Day Call wage update prior to construction. Train all Prime and Sub contractors regarding reporting and pay requirements. Compliance monitoring including payroll review, additional wage rate requests as needed, project site Bulletin Board. Monitoring will also include conducting wage verification interviews. Submit all required reports to TxDOT during construction and at close out audit.
- DBE/SBE/MBE/HUB Monitoring and Reporting: Coordinate with TxDOT to secure DBE Goals. Monitor and document good faith effort by all applicable parties to achieve TxDOT DBE goals. Provide listing of area DBE vendors and assist contractors in establishing commercially useful function. Receive and review all required reports. Monitor and update Bulletin Board postings.
- Financial Management: Review and approval of all invoices, pay estimates, budget modifications and change order requests. Preparation of all payout instructions, reimbursement requests, monitoring of project funds.
- Project Close out: Prepare performance evaluations and final documents for project closeout. Maintain records for the life of maintenance period described in the funding agreement between the City and TxDOT.

Interagency coordination will be required. Identification of and coordination with other affected public agencies including, but not limited to, the Texas Department of Transportation (TxDOT) and Federal Highway Administration (FHWA), US Fish and Wildlife Service, Burlington Northern Santa Fe Railroad, will be the responsibility of the selected consultant.

Final Deliverables

Over the life of the project, the City will expect deliverables as follows:

- Preliminary Engineering Report
- Environmental document
- 30% Plans and Specifications (to be reviewed by TxDOT)
(may include hydraulic studies and drainage area maps)
- 60% Plans and Specifications
- 95% Plans and Specifications (to be reviewed by TxDOT)
- Final Plans and Specifications
- Final Bid Documents – Plans, Specifications, and Estimate
- Land Acquisition, ROW, Permitting documents
- Bid Letting and Bid Award documents, publisher’s affidavits
- Reimbursement Requests and Financial Reports
- Construction Diary/ Inspection Reports
- TxDOT reports including Wage, DBE, MBE, SBE, HUB, Monthly / Quarterly , Traffic Control Reports
- As-built Drawings

Additional deliverables may be required, depending upon the nature of the work and progress of the project. All deliverables should be designed in accordance with Federal, State and Local requirements, including all TxDOT standard plans, specifications and estimates.

Selection Criteria

Minimum Requirements:

1. TxDOT Local Government Project Procedures (LGPP) certification of at least one of the Offeror’s Engineering Team members and at least one of the Offeror’s Project Managers that will be working on each phase of this project on a daily basis.
2. The proposed team must demonstrate that a professional engineer registered in the State of Texas will sign and seal the work to be performed under this contract.
3. The team must demonstrate that the prime provider will perform a minimum of 30% of the actual contract work.
4. Team must be experienced in all aspects of project management, design and implementation

The selection will be based on the evaluation of the Letters of Interest / Statements of Qualifications (LOI/SOQ) submitted. Each LOI/SOQ will be evaluated using the following criteria:

- Project understanding and approach (10 %)
- Team’s project management experience with similar projects (10 %)
- Experience of the task leaders with similar projects (20 %)
- Ability to meet project deadlines (10 %)
- Team’s experience with sidewalk and bicycle development projects implemented under TxDOT Local Government Project procedures (LGPP) (20 %)
- PM’s experience with Federal environmental clearance procedures (10 %)
- PM’s experience with DBE/SBE/MBE requirements and procedures (5 %)
- PM’s experience with Fed. Davis Bacon Wage requirements/ reporting procedures (5 %)
- Team’s experience with Fed. Land Acquisition procedures and public involvement (5 %)
- Prime provider’s Quality Assurance/Control Program (5 %)

Proposal Requirements

The LOI/SOQ must include the following:

1. The Request for Qualifications Number 2016-010.
2. The name of Lead Engineer, name of Project Manager (PM) and all Team members proposed for the project, their contract responsibilities and contact information.
3. The names and Certifications of all Team members who certified in TxDOT Local Government Project Procedures (LGPP) certification
4. Certification that lead engineer is registered in the State of Texas.
5. Detailed description of your project approach and the scope of services and tasks required for complete implementation of the projects
6. Description of the ability to meet project deadlines.
7. Current certifications of Non-debarment (from the System for Award Management website)
8. Valid Certificate of Insurance.
9. Name and Contact information for at least three (3) references for similar related projects (including mailing address, email address and telephone number

Insurance Requirements

Insurance requirements for professional engineering personnel are:

1. Commercial General Liability
2. Comprehensive Automobile
3. Worker's Compensation
4. Professional Liability

All proposals must include current Certificate of Insurance.

Submission Process:

Deadline

Submissions will be received by the City of Nolanville until 10:00 am on Thursday, January 5, 2017. One (1) Original and Four (4) copies, of the LOI/SOQ are required.

Letters of Interest / Statements of Qualifications (LOI/SOQ) submissions should be addressed to the Honorable Mayor and City Council, City of Nolanville, 101 North Fifth Street, Nolanville, TX 76559.

LOI/SOQs shall be submitted in a sealed envelope clearly marked with the following text:

PROFESSIONAL ENGINEERING SERVICES FOR TXDOT

RFQ #2016-010

TXDOT CONSTRUCTION PROJECTS CSJ# 0909-36-159 AND CSJ # 2057-01-009

NOLANVILLE, TEXAS

The proposal should not exceed sixty (60) pages including attachments. No fax or e-mailed submissions will be accepted. No late submission will be opened. All submissions received after the deadline will be returned unopened.

The Respondents are encouraged to verify that the City of Nolanville contact has received your proposals.

Information regarding alteration or withdrawal of proposals

Any alterations to a response made before the opening or closing date and time shall be initiated by respondent or authorized agent. Response cannot be altered or amended after the opening or closing date and time.

A response may be withdrawn if requested in writing prior to the opening or closing date and time. A response may be withdrawn from consideration after the opening or closing date only with the approval of TxDOT based on respondent's written, acceptable reason. The response will not be considered for award but will be retained by TxDOT according to the response information confidentiality provision referenced in Section 2.05 (c).

City Contact

Written requests for additional information regarding this notice of intent may be addressed to: Ms. Kara Escajeda, City Manager, 101 North Fifth Street, Nolanville Texas 76559 or e-mailed to kara.escajeda@ci.nolanville.tx.us. All requests must be submitted in writing.

Closing time and date for written questions and/or comments will be at **5:00 p.m. on December 29, 2016**. Responses to questions will be made available via the City of Nolanville's website: [http://ci.nolanville.tx.us/page/Public Notices](http://ci.nolanville.tx.us/page/Public_Notices) on January 3, 2017.

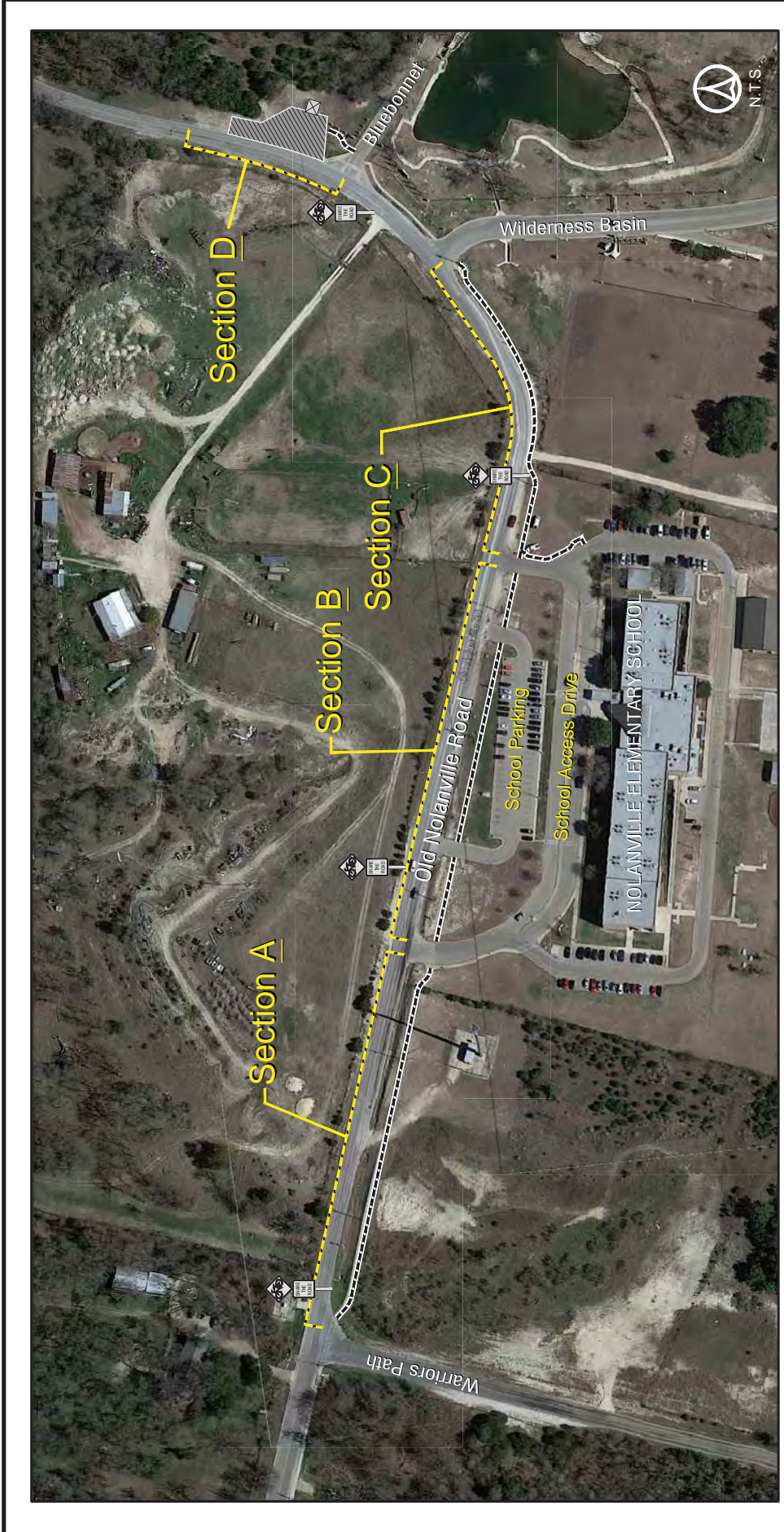
The City of Nolanville is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, disability, familial status or national origin.

NOI ATTACHMENT A
PROJECT I: TXDOT TRANSPORTATION ALTERNATIVES PROGRAM
CATEGORY 9 OLD NOLANVILLE RD ELEMENTARY BICYCLE & PEDESTRIAN
SAFETY IMPROVEMENTS PROJECT CSJ# 0909-36-159
SCOPE OF SERVICES TO BE PROVIDED

This project contains the following scope of work to be constructed by the local government:

The scope of work for Project {located as shown in Attachment B, Project Location Map} consists of:

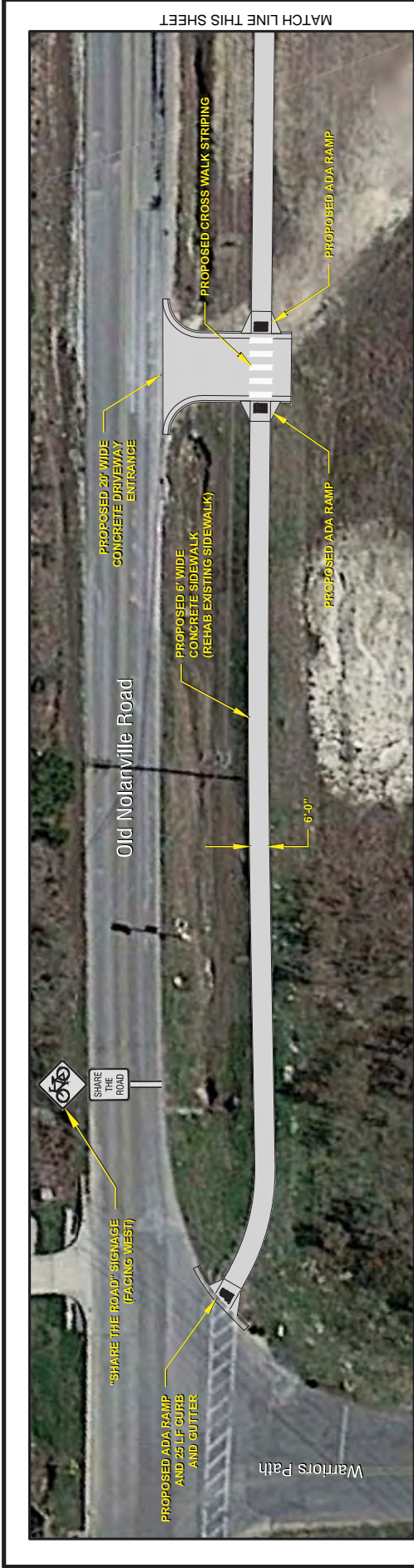
- Utilize project construction funds to stabilize the deteriorated roadways edges along both sides of Old Nolanville Road (ONR) adjacent to the Nolanville Elementary School (NES) and to the existing HOP /School Bus stop. Edge stabilization will facilitate safer bicycle and pedestrian travel. Establish Shared Use Roadways on both sides of ONR.
- Construct approximately 3' of roadway widening with asphalt paving on both sides of ONR Construct 2' wide concrete ribbon curb along the entire 1,941 lf of the project on ONR to further stabilize and strengthen the road structure The above construction will increase the overall width of ONR from 22' to 32' back-of-curb to back-of-curb.
- Utilize project construction funds to rehabilitate and expand the width of existing deteriorated sidewalks on the NES campus to ten feet wide reinforced concrete sidewalks from the intersection of Warriors Path to the northern entrance driveway on the east side of ONR Construct new ten feet wide reinforced concrete sidewalks from the northern west side driveways of the NES campus along the sweeping curve in ONR
- Replace deteriorated sidewalks form the northern entrance driveway of NES past Bluebonnet and Wilderness Basis Streets on the east side of ONR At Wilderness Basin, existing sidewalk will be connected to and utilized up to the entrance to the Pecan Village Neighborhood at Bluebonnet.
- Construct eight-foot wide reinforced concrete sidewalk from Bluebonnet Street to the existing HOP / School Bus stop on the east side of ONR .



NOI ATTACHMENT B
 PROJECT I: TXDOT TRANSPORTATION
 ALTERNATIVES PROGRAM CATEGORY 9 OLD
 NOLANVILLE RD ELEMENTARY BICYCLE &
 PEDESTRIAN SAFETY IMPROVEMENTS PROJECT
 CS.# 0909-36-159
 PROJECT MAPS AND ILLUSTRATIONS

Project Limits Map
 CITY OF NOLANVILLE, TEXAS
 TRANSPORTATION ALTERNATIVES PROJECT

EXHIBIT SHEET 1 OF 5



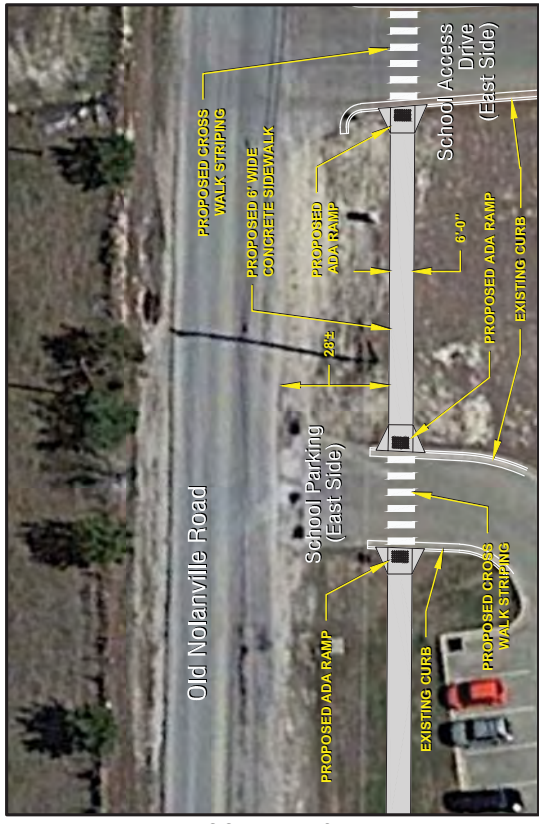
Sidewalk Section 'A'
 CITY OF NOLANVILLE, TEXAS
 TRANSPORTATION ALTERNATIVES PROJECT

EXHIBIT SHEET 2 OF 5

NOI ATTACHMENT B
 PROJECT I: TXDOT TRANSPORTATION
 ALTERNATIVES PROGRAM CATEGORY 9 OLD
 NOLANVILLE RD ELEMENTARY BICYCLE &
 PEDESTRIAN SAFETY IMPROVEMENTS PROJECT
 CSJ# 0909-36-159
 PROJECT MAPS AND ILLUSTRATIONS

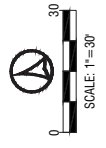
MATCH LINE THIS SHEET

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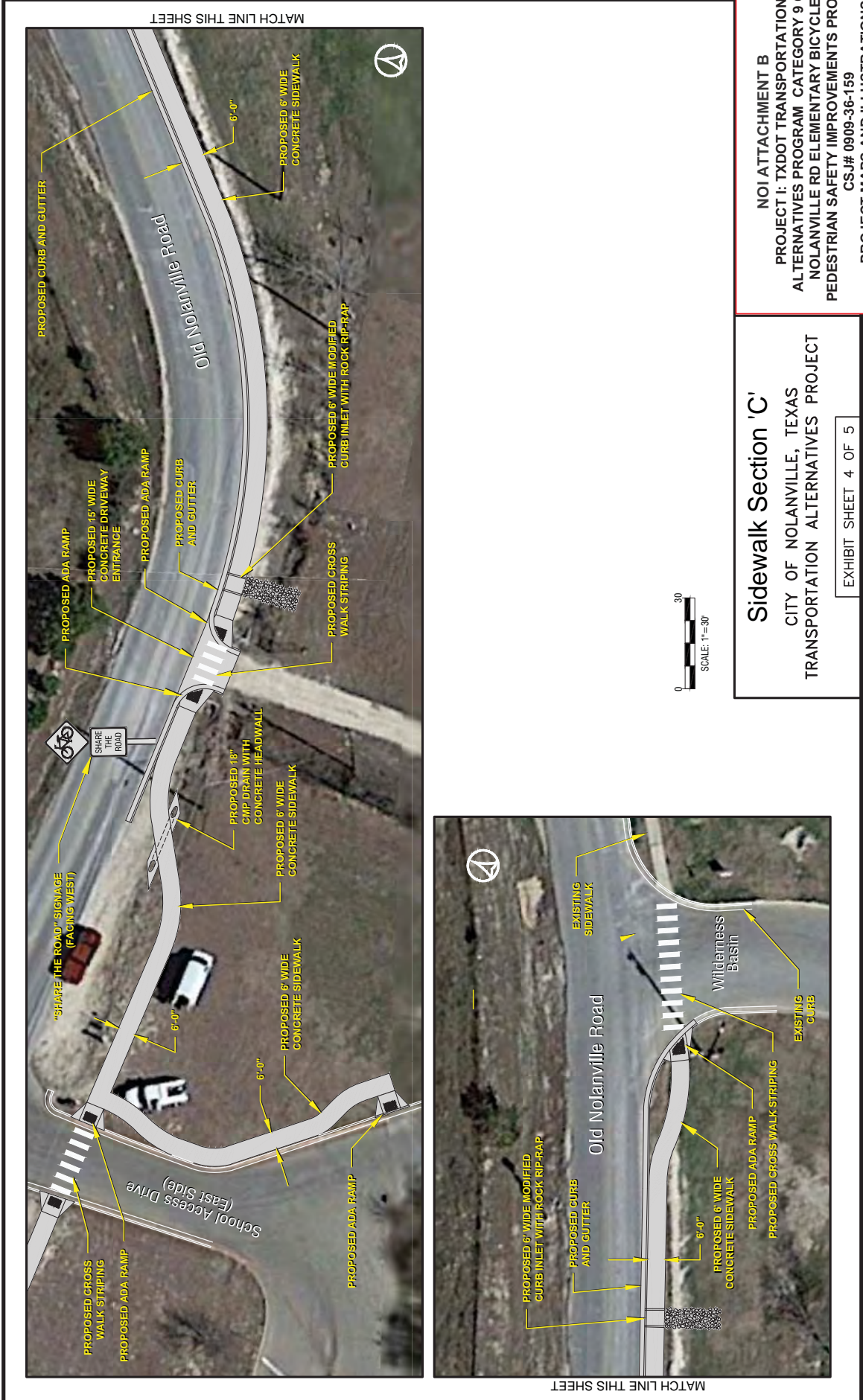
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NOI ATTACHMENT B
 PROJECT I: TXDOT TRANSPORTATION
 ALTERNATIVES PROGRAM - CATEGORY 9 OLD
 NOLANVILLE RD ELEMENTARY BICYCLE &
 PEDESTRIAN SAFETY IMPROVEMENTS PROJECT
 CSJ# 0909-36-159

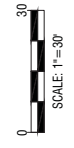
Sidewalk Section 'B'
 CITY OF NOLANVILLE, TEXAS
 TRANSPORTATION ALTERNATIVES PROJECT

EXHIBIT SHEET 3 OF 5



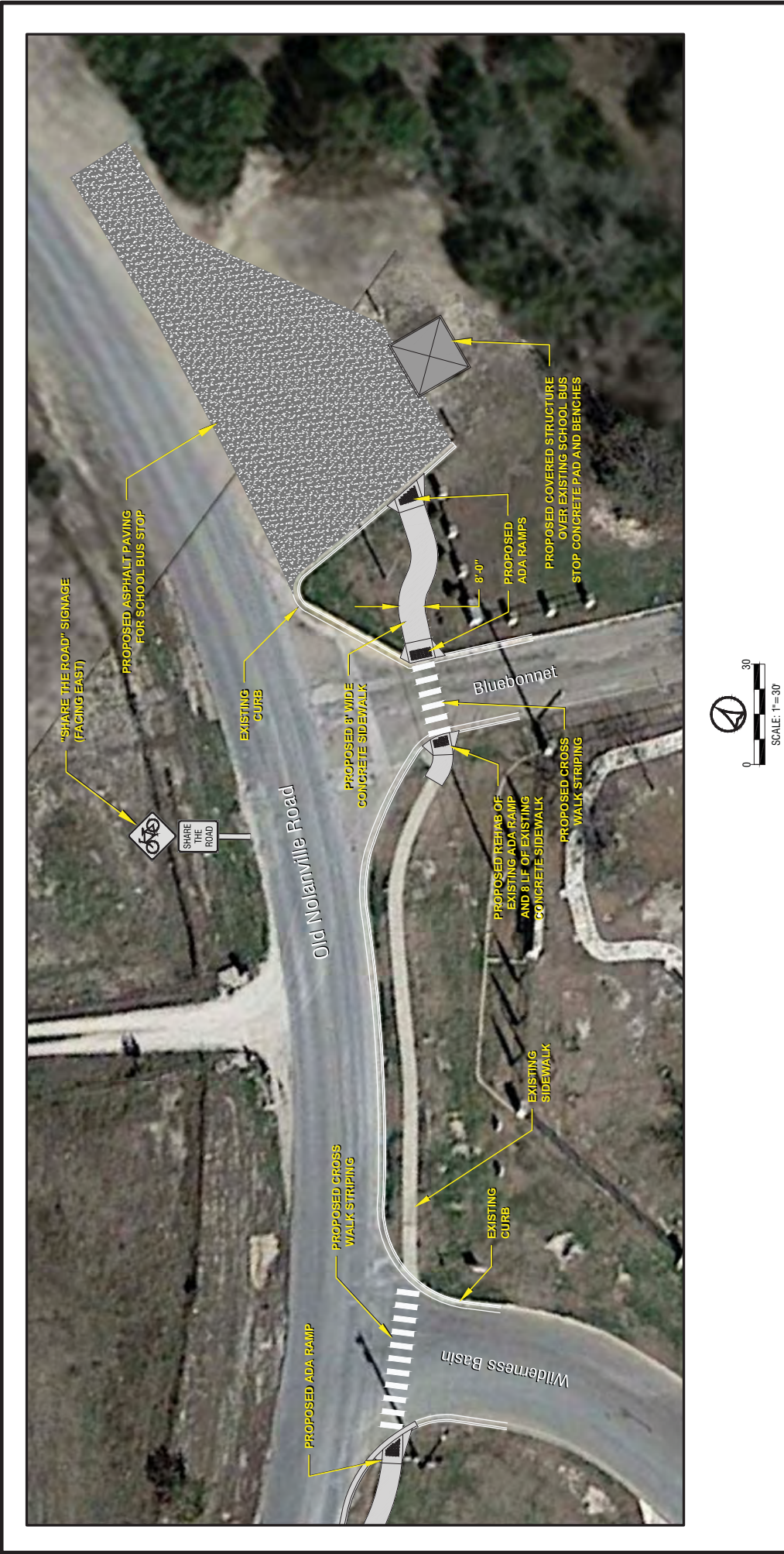
NOI ATTACHMENT B
 PROJECT I: TxDOT TRANSPORTATION
 ALTERNATIVES PROGRAM CATEGORY 9 OLD
 NOLANVILLE RD ELEMENTARY BICYCLE &
 PEDESTRIAN SAFETY IMPROVEMENTS PROJECT
 CSJ# 0909-36-159
 PROJECT MAPS AND ILLUSTRATIONS

Sidewalk Section 'C'
 CITY OF NOLANVILLE, TEXAS
 TRANSPORTATION ALTERNATIVES PROJECT
 EXHIBIT SHEET 4 OF 5



MATCH LINE THIS SHEET

MATCH LINE THIS SHEET



NOI ATTACHMENT B
 PROJECT I: TXDOT TRANSPORTATION
 ALTERNATIVES PROGRAM CATEGORY 9 OLD
 NOLANVILLE RD ELEMENTARY BICYCLE &
 PEDESTRIAN SAFETY IMPROVEMENTS PROJECT
 CSJ# 0909-36-159
 PROJECT MAPS AND ILLUSTRATIONS

Sidewalk Section 'D'
 CITY OF NOLANVILLE, TEXAS
 TRANSPORTATION ALTERNATIVES PROJECT
 EXHIBIT SHEET 5 OF 5



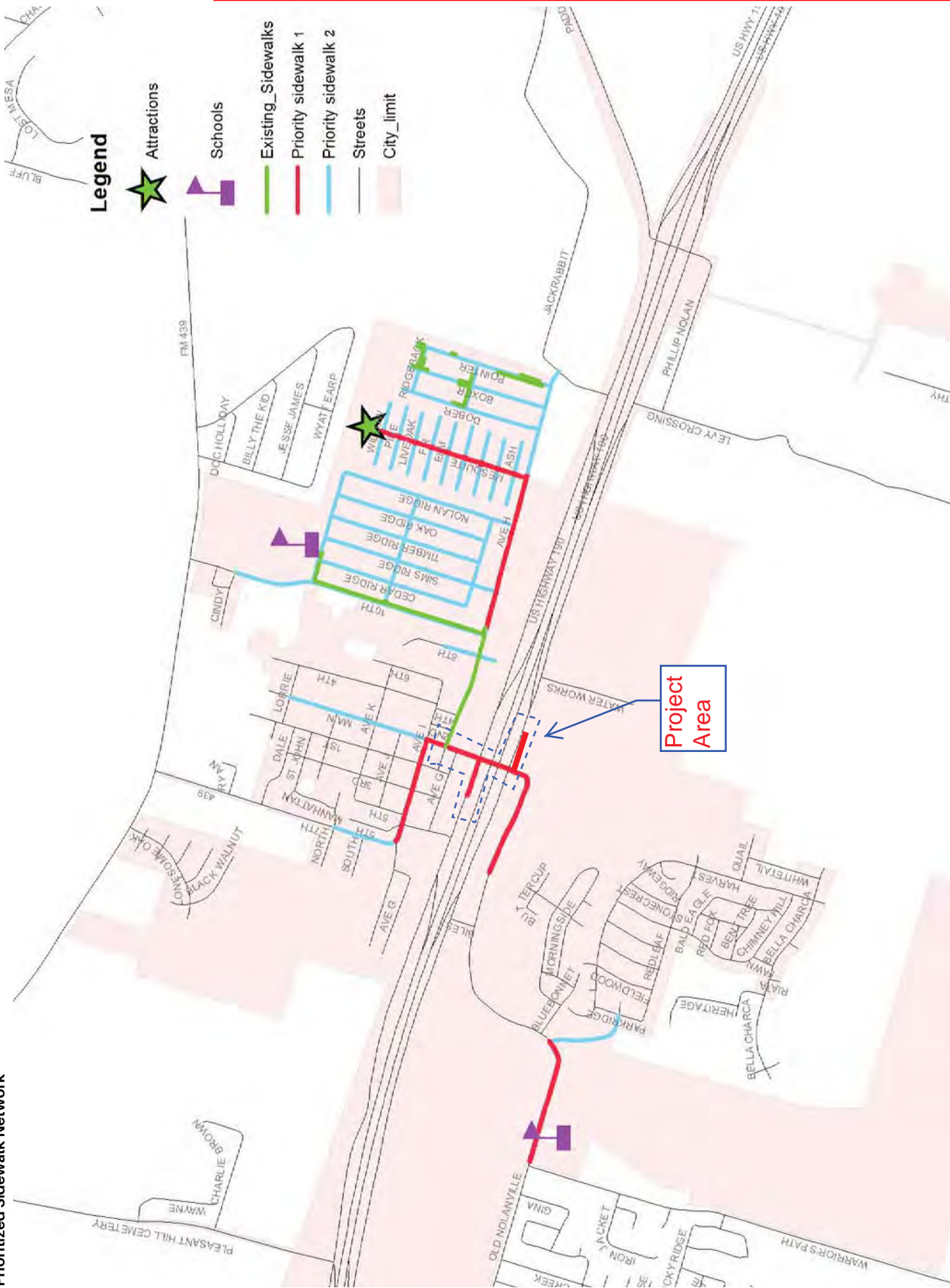
NOI ATTACHMENT A
PROJECT II: TXDOT (MAP-2I) SURFACE TRANSPORTATION PROGRAM
METROPOLITAN MOBILITY-KTMPO CATEGORY 7
SRTS MAIN STREET PROJECT CSJ# 2057-I11-I109
SCOPE OF SERVICES TO BE PROVIDED

This project contains the following scope of work to be constructed by the local government:

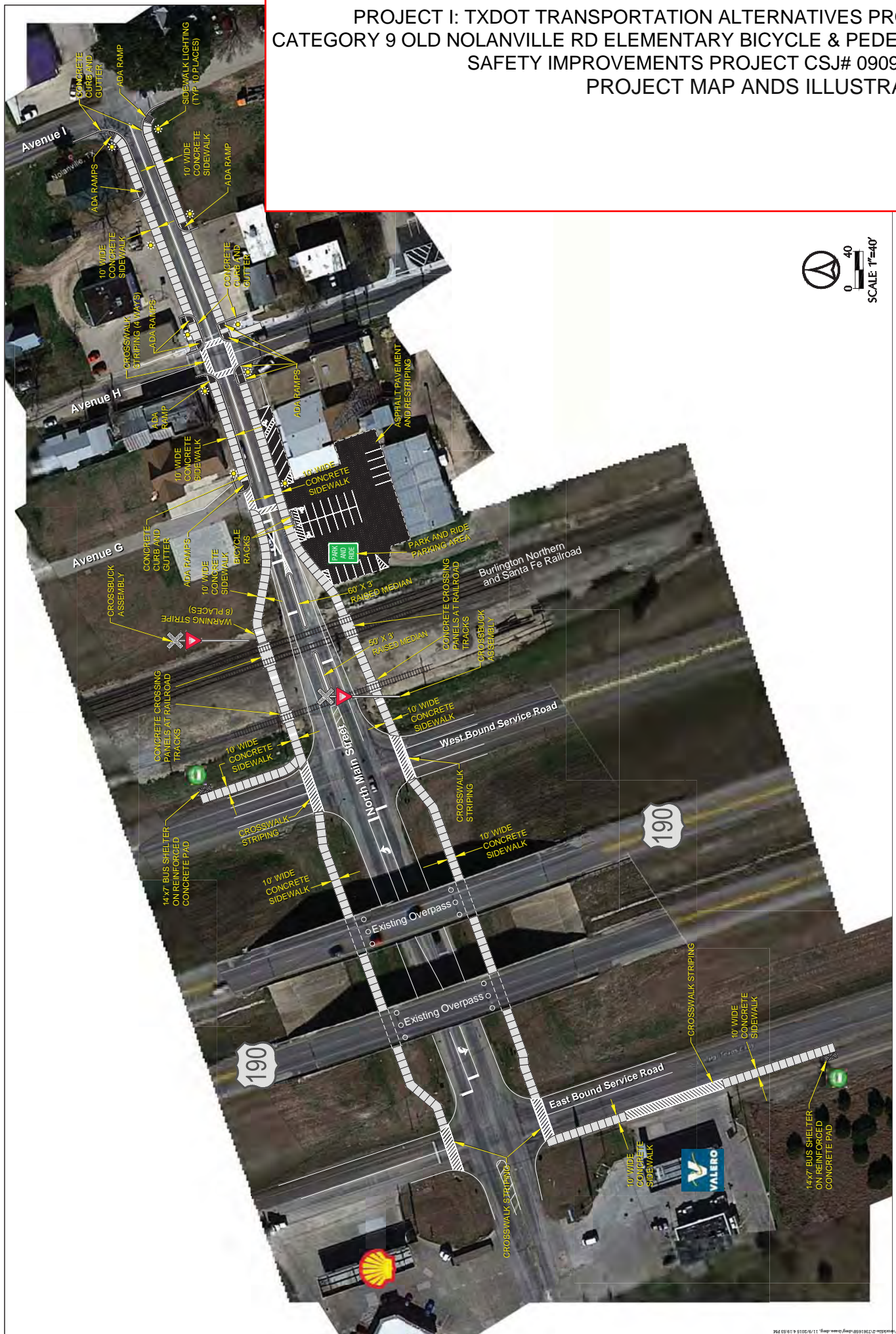
- ADA compliant pedestrian/bicycle multiuse pathways on both sides of Main Street (FM439) from Avenue I to Avenue G. Downtown Main Street (FM 439)
- 10' wide multiuse pathways with curb and gutter in the downtown area from Avenue I to the BNSF railroad tracks; Main Street (FM439) Railroad Crossing including 8' concrete pedestrian/bicycle panels across all three BNSF railroad tracks;
- US Hwy 190 Underpass on Main Street (FM439) 10' multiuse paths with curb and gutter from the BNSF Railroad tracks through the underpass to the eastbound Hwy 190 access road;
- Eastbound Hwy 190 access road 210' multiuse pathways on North side of Main Street (FM439) to site for improved HOP bus stop concrete pad and pedestrian shelter;
- Westbound Hwy 190 access road 10' multiuse pathways on South side of Main Street (FM439) from Main Street to site for improved HOP bus stop concrete pad and pedestrian shelter.
- 60 and 30' channelized medians on Main Street (FM439) North and South of BNSF Railroad tracks;
- Street Lighting and landscaping in the downtown Main Street (FM439) commercial area from Avenue I to Avenue G from East side of Main Street (FM439) north of BNSF railroad tracks at existing Fire Station, Park and
- Ride lot paving and striping with bicycle racks.

Nolanville Main Street Sidewalk and Bicycle Connectivity Project Comprehensive Municipal Plan Map: Ch 4 Transportation

FIGURE 4.23:
Prioritized Sidewalk Network



PROJECT I: TXDOT TRANSPORTATION ALTERNATIVES PROGRAM
CATEGORY 9 OLD NOLANVILLE RD ELEMENTARY BICYCLE & PEDESTRIAN
SAFETY IMPROVEMENTS PROJECT CSJ# 0909-36-159
PROJECT MAP AND ILLUSTRATIONS



SCALE 1"=40'

NOI ATTACHMENT B
PROJECT I: TXDOT TRANSPORTATION ALTERNATIVES PROGRAM
CATEGORY 9 OLD NOLANVILLE RD ELEMENTARY BICYCLE & PEDESTRIAN
SAFETY IMPROVEMENTS PROJECT CSJ# 0909-36-159
PROJECT MAP AND ILLUSTRATIONS

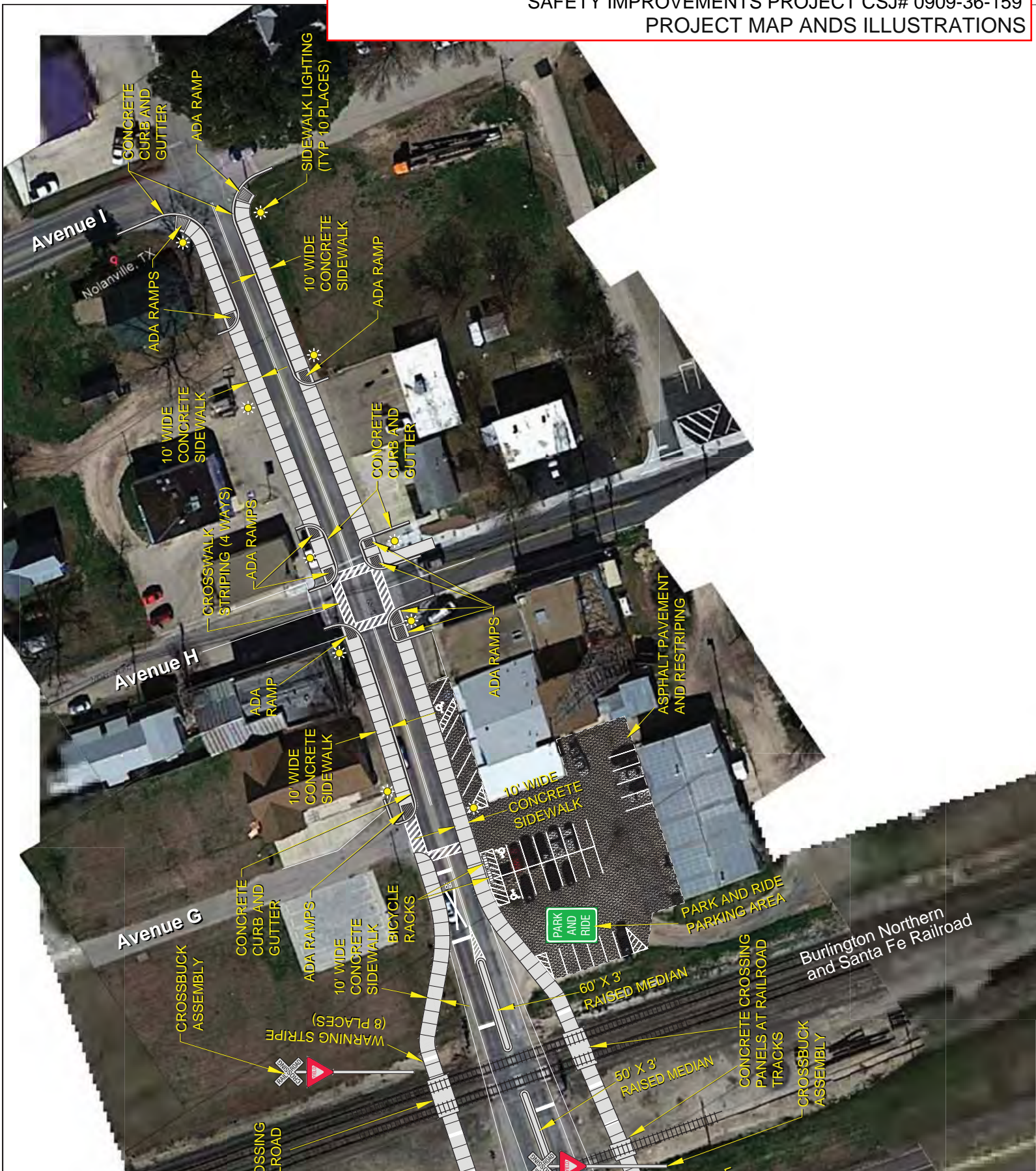
Map 1 of 2

Match here to North Map

Nolanville Main Street Sidewalk and Bicycle Connectivity Project
EXHIBIT B1 PROJECT LOCATION MAP



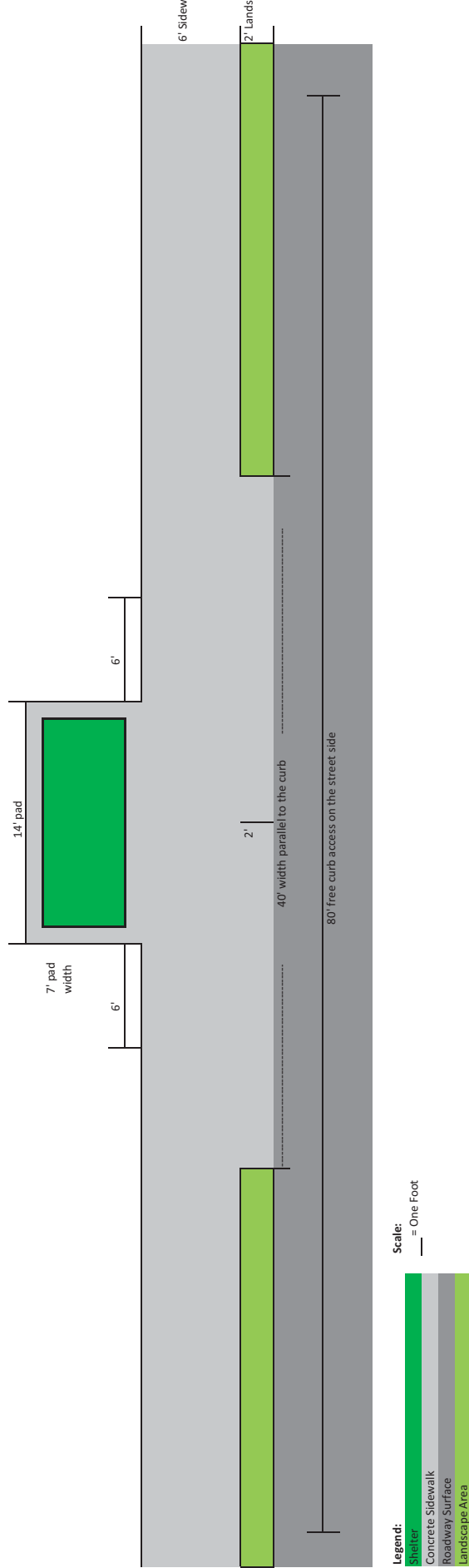
PROJECT I: TXDOT TRANSPORTATION ALTERNATIVES PROGRAM
CATEGORY 9 OLD NOLANVILLE RD ELEMENTARY BICYCLE & PEDESTRIAN
SAFETY IMPROVEMENTS PROJECT CSJ# 0909-36-159
PROJECT MAP AND ILLUSTRATIONS



Match to South Map

Central Texas HOP

Construction Specification for HOP Bus Stop Foundation



B-10 Non-Traversable Medians and Channelizing Islands

Non-traversable medians (such as raised medians and traffic separators) and channelizing islands physically prevent vehicles from crossing or entering the median or channelizing island by means of a raised curb or concrete barrier.

Non-traversable medians shall:

- Have no passing-zone markings according to Section B-20 (Approach to a Fixed Object) preceding the start of the non-traversable median.

Non-traversable medians and channelizing islands should:

- Have a normal solid line of the appropriate color installed along side the physical barrier where possible. Due to striping equipment limitations, a line typically cannot be placed closer than 1.5 ft from the face of the physical barrier. Some equipment may allow a closer placement or require a further placement from the face of curb or barrier. Always check with the Region Striping Manager to confirm the equipment limitations when designing striping within 3 ft of physical barriers to ensure that the striping can be maintained after installation.
- Have retroreflective solid yellow markings and/or other treatments (such as raised pavement markers or surface mounted tubular markers) placed on the nose of raised medians for delineation (Figure 17a).
- Have retroreflective solid white markings and/or other treatments (such as raised pavement markers or surface mounted tubular markers) placed on the nose of channelizing islands for delineation (Figure 17b).

Non-traversable medians and channelizing islands may:

- Have yellow colored pavement for median islands separating traffic flows in opposite directions.
- Have white colored pavement for channelizing islands where traffic passes on both sides in the same general direction.

