

City of Lynnwood, Washington
Request For Proposals
Consultant Construction Management Services
36th Avenue West Improvements Project
Response Deadline: 4:00 pm January 19, 2018

The City of Lynnwood Public Works Department (City) has prepared this Request for Proposals (RFP) to retain an experienced and qualified engineering consulting firm for Construction Management professional services (Services) for the 36th Ave. W. Improvement Project (Project). The City is requesting proposals from consulting firms with expertise, resources, and capabilities in construction management of federally funded and Transportation Improvement Board (TIB) funded transportation capital projects.

PROJECT OVERVIEW

The City of Lynnwood (City) proposes improvements to one mile of 36th/35th Avenue West, from Maple Road/179th Street SW to south of 164th St SW. The proposed project will add a two-way left turn lane; a traffic signal; a roundabout; continuous curb, sidewalks, and bicycle facilities on both sides of the street for the length of the corridor. The pavement section will be reconstructed to current standards for urban arterials and appropriate adjustments will be made to traffic signal phasing to optimize timing.

The construction for this project includes but is not limited to: select demolition and removal; rehabilitation of the roadway using the full depth reclamation approach and hot mix asphalt; construction of cement concrete sidewalks, curb ramps, curbs and gutters, stormwater systems and detention tanks, block retaining walls, soldier pile retaining walls, utility modifications such as relocation of existing water meters, service lines, hydrants, and water and gas valves; a new traffic signal system at the intersection of 36 Avenue West and Maple Road/179th Street SW and other electrical appurtenances including a service cabinet, electrical lines and junction boxes, a new roundabout at the intersection of 36th Avenue West and 172th Street SW, pavement markings, traffic control, landscaping, wetland mitigation, property restoration, and other miscellaneous work.

Additional background information can be found on the project website: <http://www.lynnwoodwa.gov/City-Services/Engineering-Services/Public-Projects-and-Programs/Streets-Projects/35th-36th-Ave-W-Improvements--Maple-to-Hwy-99.htm>

PRELIMINARY TIMELINE

Proposal Submittals Due:	January 19, 2018
Consultant Short-List:	January 26, 2018
Consultant Interviews:	February 2, 2018
Consultant Selection:	February 5, 2018
Consultant Contract Award:	Spring 2018
Construction Start:	Summer 2018
Construction End:	Summer 2019

SCOPE OF SERVICES

Consultant services for construction management may include resident engineering, contract administration, inspection and testing, as well as other related tasks. The scope of services may include but is not limited to the following tasks:

1. Project Management Services and Pre-Construction Support
2. Document Review and Construction Phase Consultation
3. On-Site Daily Construction Observation, Inspection, and Management
4. On-call Assistance during Construction
5. Assistance with Record Drawings
6. Documentation Control
7. Public outreach
8. Material testing
9. Administrative Office Space
10. Claims/Disputes Support
11. Closeout support

The specific scope of work will be developed by the selected consultant with directions from the City and incorporated into the final contract as an exhibit.

MINIMUM REQUIREMENTS

+ Core team members to include:

- Construction manager (Resident Engineer): with experience managing federally funded contracts that are more than \$7M for cities in Washington State, and contracts that have the following elements: roundabout, traffic signal, full depth reclamation.
- Inspectors: with experience inspecting federally funded contracts that are more than \$7M for cities in Washington State, and contracts that have the following elements: roundabout, traffic signal, full depth reclamation. Inspectors must also have experience with material documentation on federal projects.
- Licensed geotechnical engineer: with experience working on full depth reclamation projects.
- Construction management coordinator: with experience performing contract administration for federally funded project that are more than \$7M for cities in Washington State.

+ Capability of utilizing local agencies' procedures, file system structure, documents (i.e. Change Order Forms, RFI, ROM structure) and other WSDOT LAG's forms as approved.

CONTENT & FORMAT OF PROPOSAL SUBMITTALS:

The proposal, including executive summary, shall not be more than 20 single-sided, single-space, typewritten, 8 ½" x 11" pages. Font size is 12-point minimum. The content should be presented in the following order:

- a) **Executive Summary**: Include key elements of the proposal, an overview of the project team, contact information (physical address of office location, and project manager's email address and phone number). **[10 pts]**
- b) **Qualifications / Experience of Construction Manager (Resident Engineer)**: Provide up to three (3) project examples for the proposed Construction Manager that demonstrates how his/her experience match against the minimum requirements. Include client's name, project's completion date and roles/responsibilities for each project. *Note: information may be used for reference check.* **[40 pts]**
- c) **Qualifications / Experience of Project Team**: List all personnel (excluding the construction manager) for the project team and their role/responsibility on the project. Provide up to three (3) project examples for each core team member (excluding the construction manager) to demonstrate how his/her related

