



Response to Inquires

Engineering & Design Services

Complete Streets Improvements – Main St. in Stratford Center

Any questions concerning the Scope of Services of this project or requests for additional information, or any other questions should be directed in writing to Mr. Patrick Carleton, Deputy Director, Connecticut Metropolitan Council of Governments by e-mail at: pcarleton@ctmetro.org. Inquiries must be made by 4:00PM on July 12, 2018. No phone calls will be responded to regarding questions associated with this RFQ. Responses, if any, shall be in writing. Responses to questions or requests for additional information shall be posted to MetroCOG's website (www.ctmetro.org) by July 19, 2018 and it is the responsibility of the consultant to check the website for updates or addendums to this RFQ.

Please note that it is MetroCOG's policy to respond only to technical questions. Under no circumstances will MetroCOG provide interpretive guidance. No oral interpretations shall be made to any respondent as to the meaning of any of the documents. Written approval of MetroCOG is required prior to any public disclosure of the cost proposal submitted in response to this RFQ or any other subsequent awards.

The Connecticut Metropolitan Council of Governments received the following questions the Engineering & Design Services for Complete Streets Improvements in Stratford Center:

1. Can you provide me with an approximate budget for this RFP?

The maximum funding available for this project is \$175,000.

2. Section B, Proposal Requirements, asks for a Cost as one of the bulleted items and requests a "detailed cost breakdown of all personnel..." Is the intent to provide hourly rates for personnel who will be working on the project or proposed fees for the performance of the survey, engineering tasks, etc.?

Please provide lump sum fees for each proposed task as well as a total project cost.

3. Attachment A includes the Scope of Services and refers to Attachment B for the Complete Streets Improvement Plan and Attachment C for the Conceptual Design and 25% plans between Barnum & Harvey. The Attachment A link connects the Traffic Impact Study and the Attachment C link has concept plans but only to East Broadway not all the way to Harvey Pl. Is additional information intended or available?

The Conceptual Design and 25% Preliminary Design covered Main St. between Barnum Avenue and East Broadway. The proposed Scope of Services for this RFP would expand on that work to include Main St. from Barnum Avenue to Harvey Place. No additional information is intended or available.

4. RFQ states the design will build on the Concept Design and 25% Preliminary Design shown in Attachment C...there is no Preliminary Design reflected. Can that be provided. Who did that work? Eligible for this next phase of design?

The intent of this Request for Proposals is to build upon the Conceptual and Preliminary Design that were completed by Alta Planning & Design as shown in Attachment C of the RFP.

5. The RFP attachments make no reference to site lighting. Is extension of the existing and/or new ornamental site lighting to be considered as part of the proposed streetscape design?

All respondents should consider Site Lighting as part of the proposed streetscape design.

6. Are there Preliminary Design review comments from ConnDOT? If so, will those be provided prior to the bid due date of July 26th?

CTDOT has reviewed the Conceptual Design but has not reviewed or provided comments regarding the Preliminary Design.

7. Is there a Phase I Environmental Site Assessment in support of the \$250k identified to cover costs associated with environmental contamination? If so, will that report be made available prior to the bid due date of July 26th? Is the \$250k intended to cover investigation and remediation?

No Phase I Environmental Site Assessment exists in support of the \$250k identified to cover costs associated with environmental contamination, therefore no report can be made available. The \$250,000 is intended to cover any environmental remediation that would be necessary to implement any improvements along the corridor.

8. The RFP asks for the cost of professional services on page 5, yet page 6 states that there will be a 60-day period set aside to negotiate scope and fee. Please clarify.

MetroCOG reserves the right to select a consultant and to negotiate a final scope and fee that is mutually agreed upon by both parties.

9. May the consultant assume that should Alta not continue with the final design as requested in the RFP, that the Preliminary Design drawings would be provided in AutoCAD format to the new consultant?

MetroCOG will provide the selected consultant with the Preliminary Design drawings.

10. Can you please clarify what the funding source is for the construction of the improvements (STP or LOTCIP)?

LOTICIP will be used to fund the construction of the improvements.

11. Can you please advise what you're looking for respondents to provide in terms of cost breakdown (referenced on page 5)? Shall we provide a lump sum fee and/or hourly billing rates?

Please provide lump sum fees for each proposed task as well as a total project cost.

12. Section 2 of the Scope of Services describes the Town, MetroCOG and CTDOT as being responsible for providing the selected firm with "pertinent information related to the physical infrastructure of the project area, existing plans, and data and other resources related to the project." Will a topographical and Street/Highway Rights-of-Way survey of the entire project limits and capable of being used for design purposes be made available to the selected firm or will the Consultant need to account for creating a survey?

MetroCOG will provide the selected consultant with any existing surveying that was completed as part of Preliminary Design. Any additional surveying required to complete the project will be the responsibility of the consultant and should be specified as part of their response.

Any surveying that has been completed for the project area will be submitted to the selected consultant.

13. Will CTDOT provide the existing pavement structure for Main Street or will the consultant need to account for the need to obtain pavement cores to obtain this information?

MetroCOG will consult with CTDOT and determine if the pavement structure will be provided by CTDOT. If CTDOT does not provide this information, the consultant will be responsible.

14. What is the SBE/DBE goal for the design phase of this project?

No SBE/DBE goals have been identified for this project. However, MetroCOG encourages SBE/DBE and WBE to apply under this solicitation. All Respondents shall make a good faith effort to utilize SBE/DBE in subcontracts shall they be included in this proposal.

15. Depending on funding source, it is understood that the design review process can range from full CTDOT review at every submission to requiring at minimum an encroachment permit review. What is the design review process that should be provided for in the scope and fee for the proposal?

Projects approved for funding under the LOTCIP require that a complete project design be prepared in accordance with designated design standards. Certain procedures must be followed, and documentation submitted to the Department as described in these guidelines. Projects on State-owned roadways or that call for project components to be constructed within the State right of way shall be designed in accordance with the Department's Highway Design Manual and all other applicable Department standards.

- **The Manual of Uniform Traffic Control Devices (MUTCD) shall be followed for all project as applicable.**
- **All projects shall comply with the 1990 Americans with Disabilities Act (ADA).**

- **Pavement design shall be in accordance with the 1993 AASHTO Guide for Design of Pavement Structures.**
- **For bridges and structures, design criteria shall be consistent with the latest edition of the**
- **AASHTO LRFD Bridge Design Specifications and the Department’s Bridge Design Manual.**

16. Is there a preliminary construction cost estimate that can be made available?

MetroCOG has programmed \$2,000,000 of Local Transportation Capital Improvement Program (LOTICIP) funding for construction.

17. What level of early coordination has been made to determine the potential for upgrade or replacement of existing loop detectors and/or traffic signal equipment to be included as part of this project?

Not yet identified.

18. The traffic impact study included as an attachment to the RFP proposes traffic signal timing changes to be made at the Main Street/Broadbridge Avenue intersection as well as the Main Street/Linden Avenue intersection. Will a consultant need to account for designing these traffic signal timing changes as part of this proposal?

Yes.

19. What are the results of any environmental compliance or environmental resource (historic resources) screenings that have been performed within the project limits?

No environmental compliance or environmental resource screenings have been performed within the project limits.

20. In regards to the RFP for Complete Streets engineering services for Stratford Center, can you please clarify what format the “detailed cost breakdown” mentioned on page 5 should be provided in? (e.g. hourly rates and/or lump sum fee per task).

Please provide lump sum fees for each proposed task as well as a total project cost.

21. Will the scope of Complete Streets improvements between East Broadway and Harvey Place be the same as what has been included in the 25% plans? Is the existing median or ornamental lighting intended to remain between East Broadway and Harvey Place? It is unclear if the current traffic lane configuration can accommodate a proper bike lane without affecting the median.

The scope of improvements between East Broadway and Harvey Place should be consistent with the proposed improvements detailed in the 25% plans along Main St. from Barnum Avenue to East Broadway. Evaluation of the current traffic lane configuration should be conducted as part of the design process.

22. Is the increase in project scope for semi-final design a result of demand by neighborhood stakeholders?

No.

23. Are there any plans to convert Church Street to two-way traffic in the near future as was discussed in the TOD Pilot Program study? If so, how will the loss of parking be accounted for?

No immediate plans exist to convert Church Street to two-way traffic in the near future.

24. The ALTA/Stantec traffic memorandum does not include analysis for a 2040 No-Build, 2040 No-Build w/o TOD, and 2040 Build with TOD situations for the following intersections:

- a. Main Street at Judson Place
- b. Main Street at Broad Street
- c. Main Street at West Broad Street

Should it be assumed that revision of the existing signalization plans for these intersections will be required?

Yes, respondents should consider the revision of the existing signalization plans for these intersections.

25. Development of an existing ground survey is not listed in the Scope of Services. Should consultants account for surveying and developing an existing ground survey along Route 113 (Main Street) from U.S Route 1 (Barnum Avenue) to Harvey Place in their proposals or does an existing ground survey exist for the portion of the project that has a 25% design associated with it. Please confirm the extents of the existing survey available and what CAD format the existing survey is in (AutoCAD or Microstation).

MetroCOG will provide the selected consultant with any existing surveying that was completed as part of Preliminary Design. Any additional surveying required to complete the project will be the responsibility of the consultant and should be specified as part of their response.

Any surveying that has been completed for the project area will be submitted to the selected consultant.

26. Are there hard copies of project plans and documents listed in the Deliverables portion of the Scope of Services required at both Semi-Final submission and the Final Design Submission or are hard copies of the documents only required at the end of the project?

Hard copies should be provided at both Semi-Final and Final Design submission.

27. The cover of the RFP indicates that the responses are due at 3pm on July 26th. Section III, part F – “Submission of Proposals” states that the proposals will be accepted until 4pm on July 26th. Please clarify the time by which proposals will be accepted.

All responses are due by 4:00PM on July 26th.

28. Can the consultant submit exceptions to their terms and conditions, specifically with regard to the two indemnification clauses contained within the RFP?

No. Any exceptions to the General Terms and Conditions will be determined after the selection of a consultant.

29. The Request for Proposals indicates that cost will be one of the selection criteria. Under Section B., the RFP requests a “detailed cost breakdown of all personnel and sub-consultants”. Is METROCOG requesting a comprehensive design cost that is connected with a detailed Scope of Services outlined in Attachment A or hourly rates of proposed staff for comparative purposes?

Please provide lump sum fees for each proposed task as well as a total project cost.