

REQUEST FOR QUALIFICATIONS

TO: Consulting Civil Engineers

FROM: Pocatello Development Authority
Executive Director
911 N. 7th Avenue
Pocatello, ID 83201

DATE: September 13, 2024

SUBJECT: Concept Design and Estimates Services for a Railroad Overpass and Access Roadway

The Pocatello Development Authority is soliciting written proposals from civil engineering consultants to provide professional services to provide preliminary design, and evaluate feasibility for a railroad overpass meeting current Union Pacific Railroad (UPRR) and City of Pocatello standards.

Access roadway would be in the general area of Batiste Road area south of Highway 30 West in Pocatello. Structure over the (UPRR) Nampa Mainline tracks.

Five (5) copies of proposals must be submitted to the Office of the Pocatello Development Authority Executive Director at the above address by 4:00 PM, Friday, October 4, 2024. If selected, firms may be asked to make a short presentation of said proposal at a date mutually agreeable to both parties.

Funding for this project will come from Pocatello Development Authority funding under the authority of an Urban Renewal District. No Federal funding is involved in this proposal.

Outlined below are the minimum services and requirements each firm should be aware of when preparing their proposal. Hereafter, the firm presenting the proposal shall be known as the "Consultant" and the Pocatello Development Authority shall be known as the "PDA."

SCOPE OF PROJECT AND REQUIRED SERVICES

In general, the project will consist of approximately 7,200 lineal feet of two to three lane roadway originating at an intersection with Highway 30 and terminating at an intersection with Kraft Road and the Portneuf River. Appropriate left turn bays will be provided at various access points to the Developable Properties and Great Western Malting Plant. No traffic signals are anticipated at this time. The bridge over the Union Pacific Railroad will span between 100 to 150 feet depending on the chosen alignment.

The following list of items and issues to be addressed in this project are presented as a guide to the Consultant in determining the scope of work necessary to complete this project. This list is not to be construed as "all inclusive." A small sketch of the area has been included to help define the size and scope of improvements.

1. Perform site review with City of Pocatello and UPRR staff to understand the site and identify concerns.
2. Develop alternatives for the roadway alignment, overpass structure, bridge abutments, retaining walls, fill slopes, pavement type, typical section, guard rail, lighting, drainage, etc.

3. Develop cost estimates for the various alternatives.
4. Coordinate and meet on site with UPRR, ITD, Adjacent Property owner's and City officials to discuss alternatives.
5. Investigate and identify any utility conflicts including UPRR utilities.
6. Develop preliminary situation and layout designs for UPRR and City Approval.
7. Perform geotechnical investigations for foundation designs.
8. Evaluate cost effectiveness of design alternatives and present design recommendations to the PDA, UPRR and the City Staff.
9. Perform detailed topographic surveys of the alignment.
10. Prepare preliminary design drawings and estimates for approach roadways and the structure including all required UPRR provisions and utility relocations needed to proceed to final design.
11. Be Available to make progress presentations to the Pocatello Development Authority (PDA) Board.

CITY RESPONSIBILITIES

1. The City shall make available to the Consultant any pertinent diagrams, information, maps, and Geographic Information System (GIS) data of the project area currently available, including planimetric, contour, and property ownership data. The Consultant will be required to sign a "Use Agreement," limiting the use and reproduction of these data exclusively to this project.
2. The City shall provide meeting areas for concept design reviews as necessary.

PDA RESPONSIBILITIES

1. Progress payments will be processed and paid after approval of pay application submittals.

PROPOSED TIME TABLE FOR CONSULTANT SELECTION

Engineering Proposals Due to Executive Director	4:00 PM, 10/4/2024
Consultant Interviews (if applicable)	10/8 - 10/10/2024
Select Consultant	10/16/2024
Negotiate Consultant Contract	10/24-11/8/2024
PDA Approval of Contract	11/20/2024

PROPOSAL

The Consultant's Proposal should be organized in sections containing the following information:

A. DESCRIPTION OF FIRM

Provide a short description of your firm including areas of expertise, number of employees, length of time in business and any other information that would help characterize the firm.

B. PERSONNEL

The Consultant's staff shall include a person or persons licensed as a Professional Structural Engineer in the State of Idaho. All design documents must be stamped and sealed by said Licensed Professional Engineer (P.E.). Each proposal shall include a resume of the qualifications and experience of any personnel who will work on the design and specifications for project. Design teams with previous experience with projects crossing UPRR property are preferred.

C. EXPERIENCE

Briefly describe projects completed by your firm that demonstrate relevant experience. Please include the name, address and phone number of a person who can be contacted regarding your performance on each project.

D. PROJECT APPROACH

Describe your understanding of the project and outline the tasks that must be accomplished to complete the project. Describe the challenges this project presents and how you plan address them to deliver a successful project.

E. SCHEDULE

Include your firms proposed schedule to accomplish project activities. Indicate the duration of each activity and the total man-day effort projected for the project.

SELECTION CRITERIA

The PDA shall select the Consultant most qualified to accomplish the project based on the following criteria:

1. Capability to perform all aspects of the project as above.
2. Professional background and experience of key personnel who will work on the project.
3. Experience with similar projects and UPRR requirements.
4. Approach and perception of the project as demonstrated by consultant's understanding of potential problems or other pertinent factors.
5. Current workload, proposed schedule, and projected date for delivery of complete project validity with alternative.
6. Estimate of the man-days required to complete the design and assist in the bidding process.

Each proposal will be reviewed on its own merits and the PDA reserves the right to choose the proposal deemed in the best interest of the PDA/City.

The successful Consultant will be required to meet with PDA Board prior to entering into a contract to identify the pertinent issues involved. The results of this meeting or series of meetings should identify the scope and schedule of the project and the number, type, and format of information, drawings, and specifications to be generated by the Consultant. After each party is satisfied with the scope of work to be performed by the Consultant, a fee schedule and contract will be negotiated.