

First and Front Connection

**STREETSCAPE
PROJECT**

City of Tillamook

RELEASE DATE: FEBRUARY 15, 2018

BID DEADLINE DATE: MARCH 14, 2018

REQUEST FOR PROPOSALS (RFP)

The City of Tillamook seeks Proposals from qualified professional design-build teams to provide comprehensive services to design and construct a streetscape using approved City design typicals on a sidewalk system extending along Ivy Avenues, First and Front Streets in Tillamook, Oregon (more fully described below).

Interested parties should submit a proposal that includes pertinent experience in designing and constructing streetscapes as further described in this RFP. The deadline for project proposals will be March 14, 2018. It is anticipated that a recommendation for award will be submitted for City Council review at their March 19, 2018 meeting. Proposers need to set a completion date for the project of October 15, 2018. Final payment of satisfactory performance will occur by November 14, 2018.

All proposals must be received by the City of Tillamook, at 210 Laurel Avenue, Tillamook, Oregon 97141. No electronically submitted proposals (e.g. fax or scanner) shall be accepted. Proposers mailing proposals should allow normal delivery time to ensure timely receipt. The City of Tillamook reserves the right to accept or reject any or all proposals.

PROJECT SCOPE

The project area includes the entire north side of the First Street block between Ivy and Stillwell, along with a small “bump-out” feature that was developed in the Hoquarton Waterfront Plan to highlight the historic Thayer Bank Building, whose entrance faces directly toward the corner. The project then extends down Ivy on both sides, before a mid-block crossing halfway down Ivy between First and Front. It then continues down to Front Street where it levels out on a pedestrian crossing feature that reaches out to Sue H. Elmore Park across the street before wrapping around Front Street eastbound to connect with the portion of the sidewalk that has been included in the ODOT project. Incorporated into the design are the same lighting and landscape elements that have been installed along Pacific Avenue and are required to be installed throughout the Town Center. It also includes the addition of a screening fence along the back of sidewalk on City right-of-way adjacent to the vehicle holding/salvage yard on the corner of Ivy and Front (**Exhibit A**).

The First to Front Connection Streetscapes Project would be an enhancement that connects various streetscape improvements in the downtown core (tying into ODOT & Verizon/T-Mobile improvements and those at the Pelican Brewery on the other end while also connecting them to the new improvements at Sue H. Elmore Park and incorporating some screening and design components derived from the Hoquarton Waterfront Plan that was recently adopted). Attached is a conceptual map of the proposed sidewalks that was taken from that plan (**Exhibit B**). The project brings together all of these separate elements in an area that is presently receiving significant private investment, and will coincide with the completion and wrap up of the ODOT project and the improvements at Sue H. Elmore Park, as well as actualizing a portion of the adopted Hoquarton Waterfront Plan.

The proposed sidewalk project is intended to encourage the inclusion of Sue H. Elmore Park into the “downtown” footprint. This public streetscape project will be a valuable visual and practical connection that acknowledges the increasing revitalization of the Hoquarton and Town Center Districts. The business community is very supportive of the vision and direction of this project.

Based upon the proposed concept, and City-provided topographic survey work of existing conditions, the selected design-build team (Contractor) will prepare design documents for City approval, and, following approval, self-perform and/or procure contractors for construction and secure, supervise, and manage all construction personnel during construction of the sidewalk, crosswalk, lighting (**Exhibit C & Exhibit D**), fencing, landscaping improvements (**Exhibit E**) in compliance with any applicable codes and design criteria.

While the City will provide the existing conditions survey and all permits, the selected Contractor will be responsible for all design, engineering, demolition, and disposal of the existing site, construction and post-construction site repairs and obtaining any approvals therefor. The site will be delivered to the Contractor “as-is” with no warranty as to the condition or suitability of the existing area. Contractor will be required to maintain integrity of the site and provide continuous, unobstructed access to other businesses in the area during construction, unless otherwise agreed to by City. Following completion of the project, Contractor will be required to provide as-built construction drawings to the City.

All Federal, State, and City laws, rules and ordinances shall be followed in regards to labor, material, means, and methods associated with the scope of work. This is a prevailing wage contract.

A. SUBMISSION REQUIREMENTS AND FORMAT

Proposals must include the items listed below.

1. Identify office location, capacity, capability and availability to perform the work, size of the organization, year the firm began doing business, and the availability of personnel to work with the project.
2. Describe your firm’s experience designing and constructing permanent, concrete municipal facilities.
3. Identify the key staff members who will be assigned to the City for this project. Describe their qualifications and roles, and provide a brief description of the extent of their professional experience and responsibilities working with similar accounts within the last five (5) years.
4. Describe your familiarity with similar municipal projects with respect to cost control, value engineering, quality of work, ability to meet schedules and contract administration. Provide a list of private and municipal clients your firm has worked with during the past three (3) years including a detailed description of work products delivered on similar engagements. This should include the client, contact name and position, and telephone number.

5. Address each of the evaluation criteria set forth in Section C.
6. Provide any other information that supports the scope of services to be provided in this RFP or considered relevant by your firm.
- 7.

Mandatory Proposal Requirements

8. Proposals must be signed by a principal member of the proposing company capable of binding the company.
9. Proposers must provide five (5) originals of the proposal clearly marked "Proposal for Tillamook Streetscape Design-Build Project" and contained in a sealed envelope or box, addressed to Paul Wyntergreen, City Manager, City of Tillamook, 210 Laurel Avenue, Tillamook, Oregon 97141, and must be received by 2:00 p.m. local time, on Thursday, March 14th, 2018.
10. Proposals must be valid through April 15th, 2018.

B. SELECTION PROCESS

Appointment of a Design-Build Contractor will be determined by the Proposer's experience, services proposed to be provided, and the cost for such services. The City's objective is to select the Contractor best qualified to:

1. Work with the City to develop a practical design that integrates City's streetscape appearance (See attached Streetscape Design Standards) with needs for loading, vehicular access, and maneuvering.
2. Complete the project, following City's approval of final design, by October 15, 2018.

The City will assign a committee with the task of recommending the selection of the best-qualified Contractor. The committee will use a three-step process:

Step 1: The City's evaluation committee will review, score, and rank all proposals received in accordance with the point values that have been noted next to each proposal requirement. Proposals will be reviewed and, based on the strength of the proposals the City may, at its discretion, result in a notice to proposers of selection, and award directly from the evaluation of the proposals, based on the highest scoring responsive proposal submitted by a responsible proposer. Or, based on the strength of the proposals the evaluation committee may short-list multiple qualified firms to participate in oral interviews.

Step 2: If the evaluation committee decides to interview proposers, candidates on the short list will be asked to give a brief oral presentation and be interviewed by the committee.

Step 3: The candidates will be ranked based upon the evaluation criteria set

forth below. This process should result in a recommendation to the City Council on or about March 19, 2018.

C. EVALUATION CRITERIA

Proposals will be evaluated based on the submission requirements listed above to determine which firm best meets the needs of the City. After meeting the requirements listed above, proposals will be evaluated on the following factors:

1. **Design Process Proposal** – The proposed design process should incorporate a description of how the Contractor will use the existing conditions survey work and City’s Streetscape Design Standards to produce a quality streetscape within the short timeframe allotted. The proposed design should also identify a prioritization mechanism of design elements that function individually and could be added or subtracted from the overall project depending on price and the ability to secure construction services within the construction schedule. Proposer should demonstrate that they have an understanding of what is required with regard to the project. Provide a description of the proposer’s approach to the project and how key issues will be dealt with, including methods for the proposer’s quality assurance/quality control.

Higher scores will be given to teams with the best design proposal that the Contractor represents can be designed and constructed within the City’s schedule. (30 Points)

2. **Proposed Pricing Arrangements** – Contractors will propose a pricing structure whether Fixed Price, Time and Materials, or other arrangement, that provides for a quality project on time.

Warranty - In addition, the design proposal should provide information related to any warranties associated with the project’s design and construction.

Higher scores will be given to pricing arrangements most beneficial for the City’s needs. (30 Points)

3. **Experience** – Describe the proposer’s design and construction experience on projects of similar size and scope. Provide information from other completed projects that will demonstrate that the proposer understands this type of project. Describe experience in completing projects of this type in a timely manner and within budget. Include copies of drawings and/or photos from similar projects that have been completed, and demonstrate long-term durability of components and materials.

Higher scores will be given to proposers that demonstrate the greatest experience in designing and constructing projects of a similar scope, and that demonstrate prior projects that have shown long-term durability of components and materials. (30 Points)

4. **Availability** – Indicate current availability and anticipated project timeline.

Higher scores will be given to teams that can complete the project in the timeliest manner. (10 Points)

D. ECONOMY OF PRESENTATION

Statements should be prepared simply and economically, providing a straightforward, concise presentation of the information requested. Fancy bindings, colored displays, promotional materials, etc., are not important. Emphasis should be on completeness and clarity of content.

E. CONTACT PERSON

Respondents can contact Paul Wyntergreen, Tillamook City manager, for further information regarding this RFP. Contact with other City officials may be grounds for disqualification. If proposers have any questions regarding this RFP or the selection process, questions shall be submitted in writing to Mr. Wyntergreen at pwyntergreen@tillamookor.gov or by U.S. Mail to Tillamook City Hall, 210 Laurel Avenue, Tillamook, Oregon 97141. All responses will be issued by email and posted on the City’s website at <http://www.tillamookor.gov>.

F. QUESTIONS

Questions may be sent via email. The firm posing the question will not be identified in the notification/response.

G. SCHEDULE FOR SELECTION PROCESS

RFP Advertised	Week of February 15, 2018
Proposal Close	March 14, 2018
Proposal Evaluation	March 15/16, 2018
Recommendation to City Council	March 19, 2018
Contract Awarded	TBA

H. LATE PROPOSALS NOT CONSIDERED

Proposals must be received by the time specified at the address listed above. Any proposals received after the deadline will not be considered.

I. ADDENDA

In the event that it is necessary to amend, revise, or supplement any part of the RFP, addenda will be provided to all proposers who have notified Mr. Wyntergreen by email at pwyntergreen@tillamookor.gov or by U.S. Mail to 210 Laurel Avenue, Tillamook, OR 97141. Addenda will also be posted on the City website at www.tillamookor.gov. Any addenda so issued are to be considered part of the specifications of the RFP. City is not responsible for

any explanation, clarification, interpretation, or approval made or given in any manner except by written addenda issued by City.

J. PROPOSAL OWNERSHIP

All material submitted by the proposers shall be considered property of City, and City shall not be required to return same to any proposer. The material submitted by proposers will be treated in the same manner as City’s own records. After proposal opening, all proposals become part of the public record unless exempt under Oregon Public Records Law.

K. EXCEPTIONS TO RFP

If, for any reason, a proposer should find fault with the structure of this RFP or with the evaluation process, concerns may be submitted in writing to: Paul Wyntergreen, City Manager, City of Tillamook, 210 Laurel Avenue, Tillamook, Oregon 97141. The City will make every effort to answer questions and, if warranted, to amend the RFP. Proposers who are unable or unwilling to meet any of the requirements of this RFP should include, as part of their response, written exceptions to those requirements.

L. COMMENTS AND PROTEST PROCEDURES

A prospective proposer may deliver to the City of Tillamook, Attention Paul Wyntergreen, City Manager, a written request for change to any of the specification listed in this RFP. Such request shall be delivered at least five (5) working days prior to the RFP closing date. A written request for change shall include:

- A. A detailed description of the legal and factual grounds for the request;
- B. A description of the resulting prejudice to the prospective proposer; and
- C. A statement of the form of relief requested or any proposal changes to the specifications.

The City will review the specification change request and notify the prospective proposer of the decision in writing prior to the RFP closing date.

M. INCURRING COSTS

The City of Tillamook is not liable for any cost incurred by respondents prior to issuance of a contract.

P. RIGHT TO REJECT ALL PROPOSALS

The City reserves the right to reject any and all proposals, to waive any irregularities, and to accept the proposal deemed in the best interests of City. The City may reject any

proposal not in compliance with all prescribed public proposal procedures and requirements, and may reject for good cause any or all bids upon a finding of the City it is in the public interest to do so.

Q. PROFESSIONAL SERVICES CONTRACT

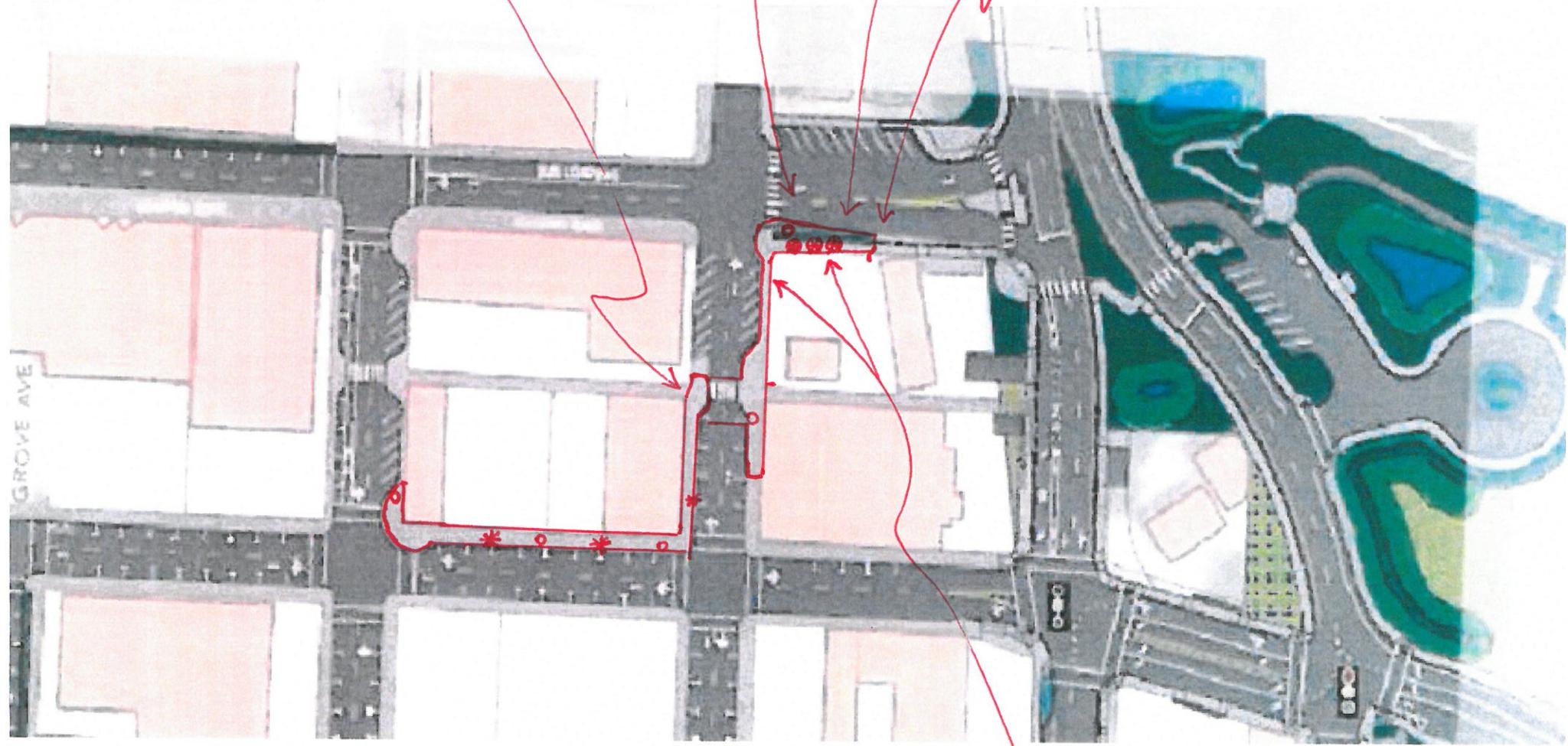
The selected consultant/contractor will be required to sign a professional services contract acceptable to the City including all applicable required clauses for public contracts relating to the services being requested herein.

- Street Lamps
- * BOWHALL MAPLE Tree
3" CAL.

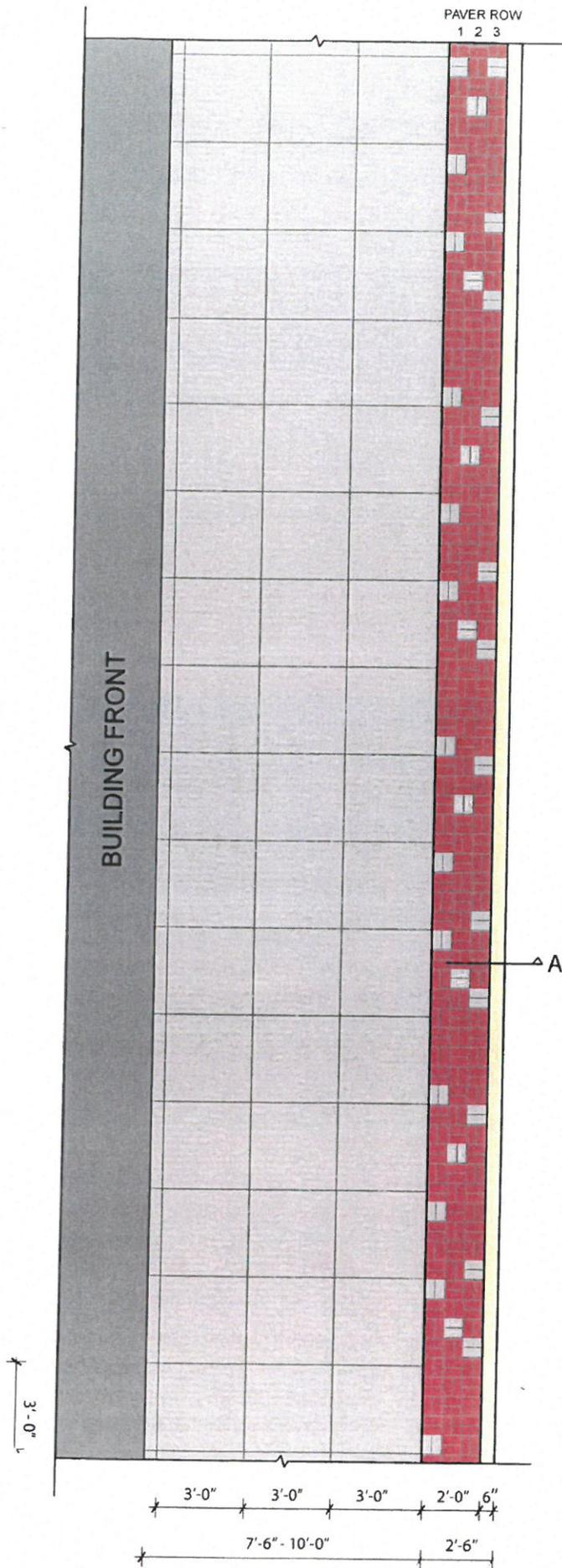
Mid-Block
Crosswalk &
Alley/Basement
Service
Accesses

Bumpout w/ Golden Desert Ash/Kousa Dogwood
Plantings @ back
of Front st. sidewalk
Access

Tiein to ODOT
work



Screened
Fencing in Row
@ Back of Sidewalk

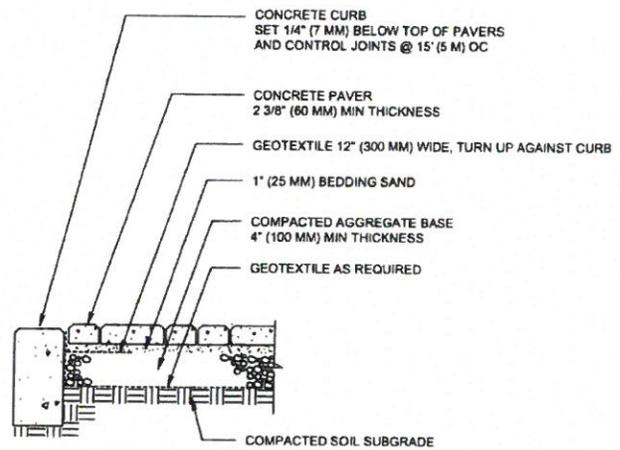


CONCRETE SIDEWALK

- ① UNIFORM BROOM FINISH
- ② SCORE LINES 3'-0" X 3'-0" APART

CONCRETE PAVER STRIP

- ① ROW 1. FIRST GRAY PAVERS INSTALLED AT START POINT. GRAY PAVER SPACING: 5'-4", 2'-8", 4'-0", REPEAT
- ② ROW 2. GRAY PAVERS MAY BE CUSTOMIZED BY SPONSOR, FIRST GRAY PAVERS LAID 2' FROM STARTING POINT THEN SPACED EVENLY EVERY 3'-0"
- ③ ROW 3. FIRST GRAY PAVERS INSTALLED 2'-8" FROM START POINT; GRAY PAVER SPACING: 2'-8", 5'-4", 4'-0", REPEAT



SECTION A: SIDEWALK PAVER AND CURB

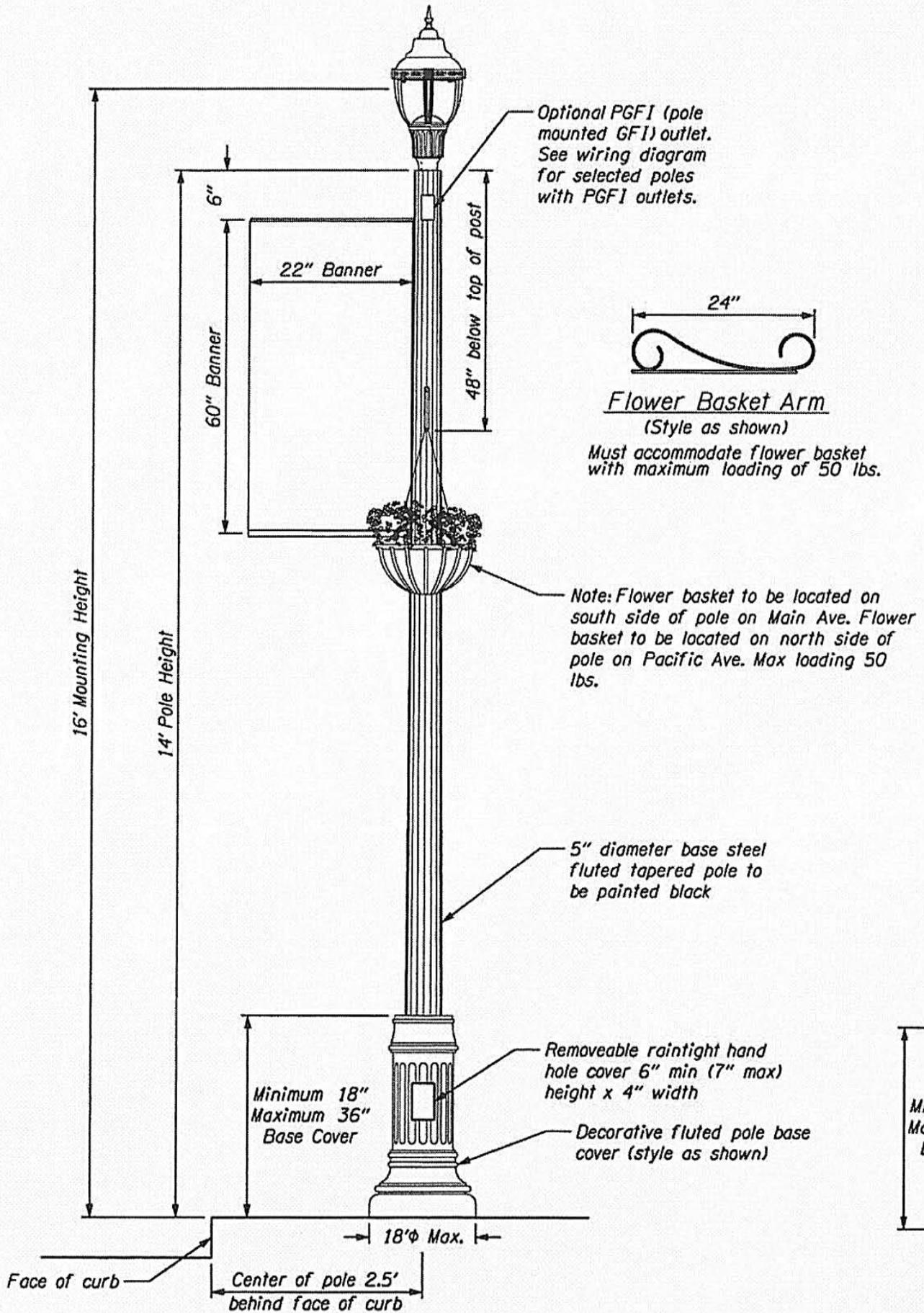
NOTE:

1. 18" - 24" COVER OF ROCK COMPACTED BACKFILL OVER WATER AND ELECTRICAL LINES
2. 7 7/8" X 3 7/8" X 2 3/8" CONCRETE PAVER (60MM)

*SECTION FROM INTERLOCKING CONCRETE PAVER INSTITUTE (ICPI)

STREET SCAPE - SIDEWALK SECTION

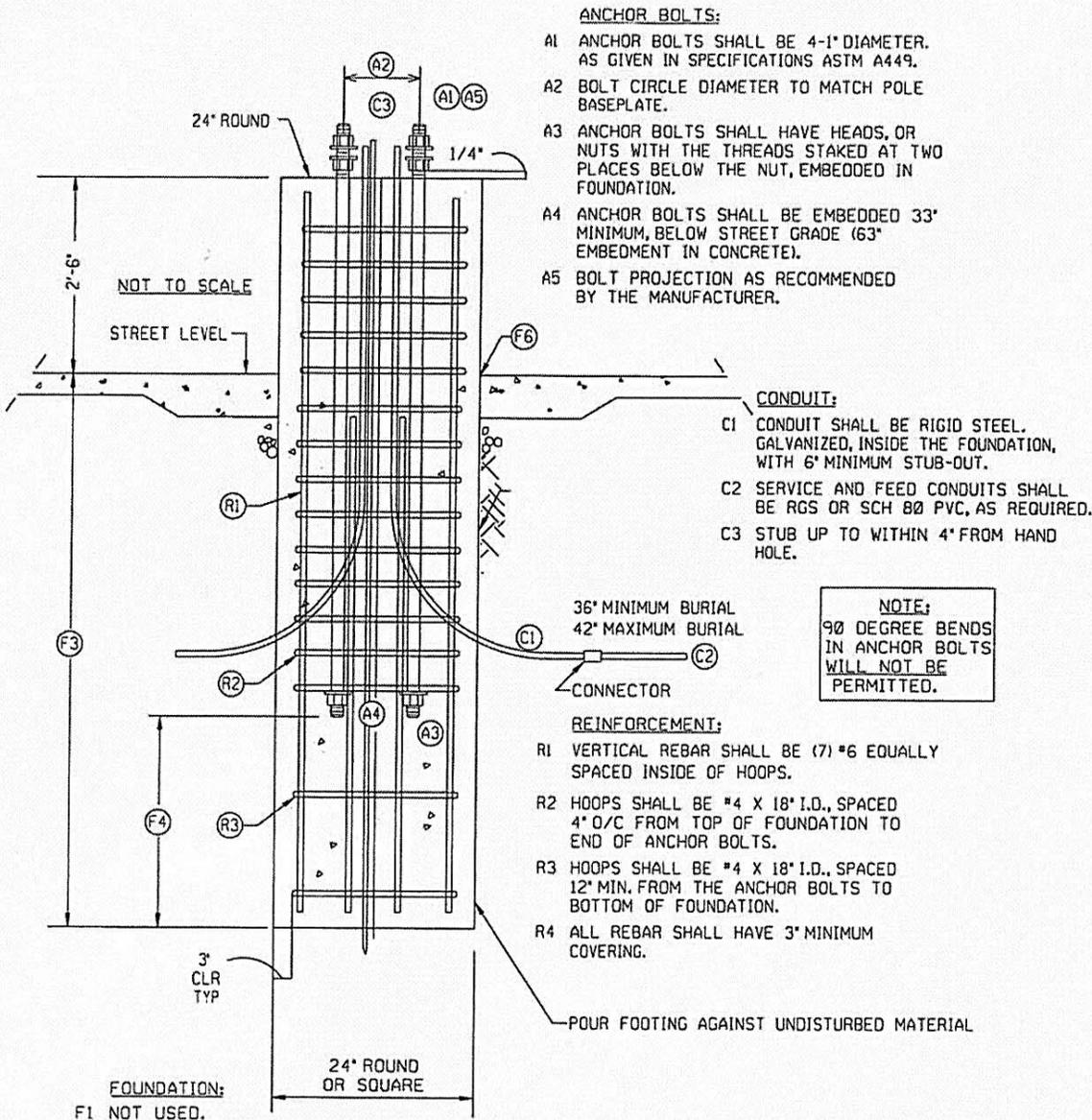
DRAWING NO.1065-ST REVISED 12-2014



POST TOP ORNAMENTAL DETAIL

N.T.S.

TEAR D



ANCHOR BOLTS:

- A1 ANCHOR BOLTS SHALL BE 4-1" DIAMETER. AS GIVEN IN SPECIFICATIONS ASTM A449.
- A2 BOLT CIRCLE DIAMETER TO MATCH POLE BASEPLATE.
- A3 ANCHOR BOLTS SHALL HAVE HEADS, OR NUTS WITH THE THREADS STAKED AT TWO PLACES BELOW THE NUT, EMBEDDED IN FOUNDATION.
- A4 ANCHOR BOLTS SHALL BE EMBEDDED 33" MINIMUM, BELOW STREET GRADE (63" EMBEDMENT IN CONCRETE).
- A5 BOLT PROJECTION AS RECOMMENDED BY THE MANUFACTURER.

CONDUIT:

- C1 CONDUIT SHALL BE RIGID STEEL, GALVANIZED, INSIDE THE FOUNDATION, WITH 6" MINIMUM STUB-OUT.
- C2 SERVICE AND FEED CONDUITS SHALL BE RGS OR SCH 80 PVC, AS REQUIRED.
- C3 STUB UP TO WITHIN 4" FROM HAND HOLE.

NOTE:
90 DEGREE BENDS IN ANCHOR BOLTS WILL NOT BE PERMITTED.

REINFORCEMENT:

- R1 VERTICAL REBAR SHALL BE (7) #6 EQUALLY SPACED INSIDE OF HOOPS.
- R2 HOOPS SHALL BE #4 X 18" I.D., SPACED 4" O/C FROM TOP OF FOUNDATION TO END OF ANCHOR BOLTS.
- R3 HOOPS SHALL BE #4 X 18" I.D., SPACED 12" MIN. FROM THE ANCHOR BOLTS TO BOTTOM OF FOUNDATION.
- R4 ALL REBAR SHALL HAVE 3" MINIMUM COVERING.

POUR FOOTING AGAINST UNDISTURBED MATERIAL

FOUNDATION:

- F1 NOT USED.
- F2 THE FOUNDATION SHALL CURE A MINIMUM OF FOURTEEN (14) DAYS PRIOR TO POLE INSTALLATION OR TORQUING OF THE ANCHOR BOLTS.
- F3 FOUNDATION DEPTH (FD): 84" DEEP (IN UNDISTURBED NATIVE SOIL), 90" DEEP (WHERE INDICATED).
- F4 THERE SHALL BE A MINIMUM OF 17" FOUNDATION BELOW THE ANCHOR BOLT HEADS.
- F5 TOP OF FOUNDATION TO BE 30" (PIER) ABOVE FINISH GRADE. (FOUNDATION DEPTH BELOW FINISH GRADE SHALL REMAIN 84" MIN.)
- F6 FILL JOINT WITH THIOKOL TO PREVENT MOISTURE FROM PENETRATING JOINT.
- F7 FOUNDATION SHALL BE POURED SEPARATE FROM BUILDING AND LOADING DOCK STRUCTURES.

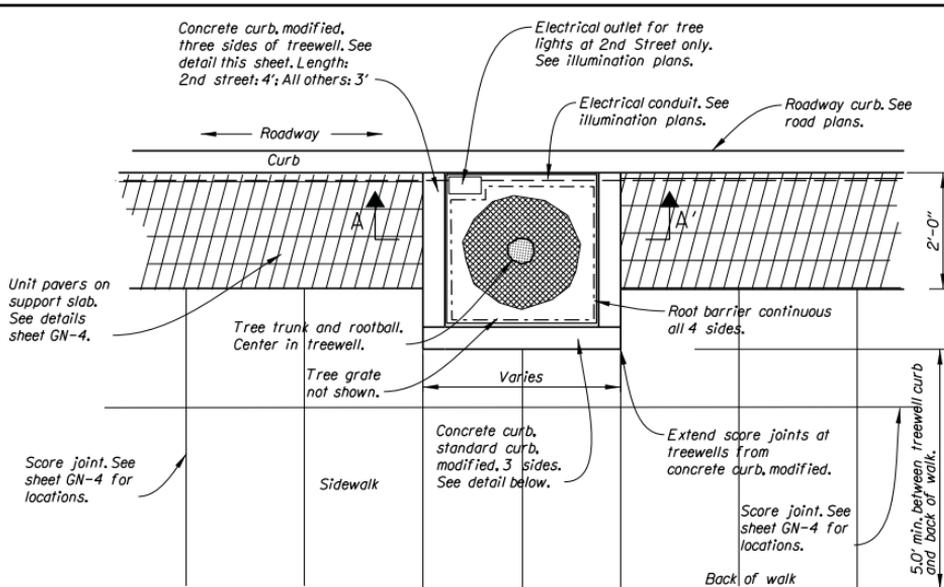
24" CAST-IN-PLACE STREET LIGHT FOUNDATION FOR POST TOP ORNAMENTAL AND TEAR DROP ORNAMENTAL POLE

N.T.S.

Note:
Contractor to submit foundation design calculations per ODOT Technical Bulletin TR07-06(B) and receive approval before installing foundations. Detail shown is for bidding purposes only and depth of foundation will vary depending on site conditions.

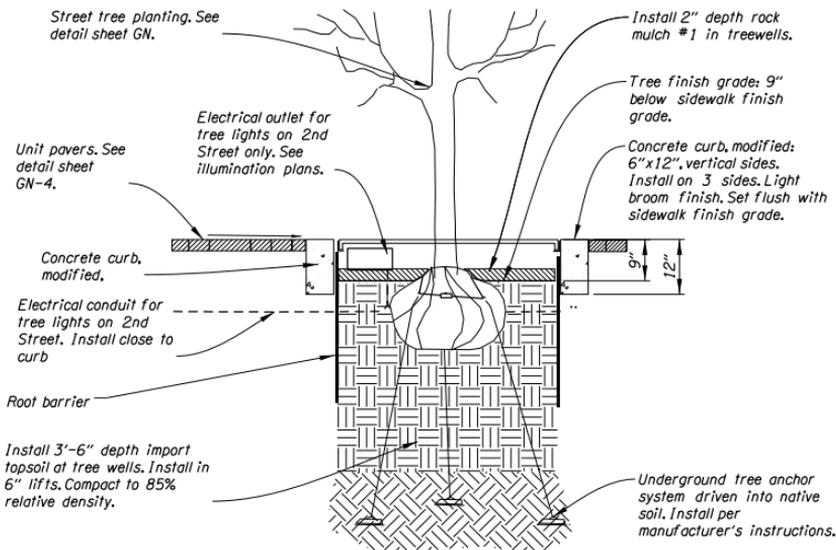
GROUND ROD:

- G1 GROUND ROD SHALL BE MINIMUM 0.625" DIA. x 9' LONG, COPPER CLAD.
- G2 MINIMUM 3" EXPOSURE AT TOP OF FOUNDATION WITHIN BOLT CIRCLE.



TREEWELL AT PAVERS: PLAN

No scale



SECTION A-A

No scale

No
3