

MACON-BIBB COUNTY, GEORGIA

Request for Proposal (RFP)

FOR

Intersection of Georgia Avenue and Spring Street

18-014-NT

913-27

906-46

913-50

925-49

913-95



MACON-BIBB COUNTY

ISSUE DATE: October 23, 2017

DUE DATE: Thursday, November 30, 2017

MBE/WBE/DBE Participation: Minority, Women Owned, and other Disadvantaged Business Enterprises are encouraged to participate in the solicitation process. Additionally, respondents are encouraged to use M/W/DBE sub-consultants where possible. Small and other disadvantaged businesses requiring assistance with the competitive process can contact Dr. James Louis Bumpus, Director of Small Business Affairs at (478) 951-2192 or jbumpus@maconbibb.us

I. GENERAL

A. Invitation

Notice is hereby given that Macon-Bibb County will receive responses to the Request for Proposal (original **plus 4 copies**) in the Procurement Department, 700 Poplar Street, Suite 308, Macon, Georgia 31201, until **12:00 o'clock NOON** at the time legally prevailing in Macon, Georgia on **November 30, 2017**, for Intersection of Georgia Avenue and Spring Street in Macon- Bibb County.

NO LATE RESPONSES WILL BE CONSIDERED

The names of responding firms will be publicly read on Thursday, November 30, 2017, at 2:00 P.M. in the Macon-Bibb County Procurement Department Conference Room, located in Suite 308 of the Government Center at 700 Poplar Street, Macon Georgia 31201.

B. Definitions

Wherever the term "Owner", "County", or "Macon-Bibb County" occur in this document, it shall mean Macon-Bibb County, a political subdivision of the State of Georgia acting through the Macon-Bibb County Board of Commissioners.

C. Solicitation Documents

Announcement of this Request for Professional Services may also be posted on the Macon-Bibb County website at www.maconbibb.us/purchasing and on the Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp

D. Pre-Bid

A pre-bid conference is scheduled for **10:00 o'clock a.m., Tuesday, October 31, 2017** in the Macon-Bibb County Engineering Office located at, 780 Third Street, Macon, GA 31201. This pre-bid is mandatory; contractor must be present in order to submit a response

E. Insurance Requirements

Insurance coverage shall be carried with an insurance company licensed to do business in the State of Georgia. All coverage should be written with insurance company with a Best Rating of A or better. Insurance shall be obtained prior to commencement of work and shall remain in force throughout the period of the contract. Macon-Bibb County shall be named as additional insured on the policy.

Workers' Compensation: Statutory
Errors and Omission: \$1,000,000
General Liability: \$1,000,000

F. Submittals

Responses must be sealed and identified on the outside of the package as and delivered to

1. "18-014-NT – Intersection of Georgia Avenue and Spring Street"

Macon-Bibb County Procurement Department
700 Poplar Street
Suite 308
Macon, Georgia 31201
Telephone: (478) 803-0550
Nancy Tharpe
ntharpe@maconbibb.us

Macon- Bibb reserves the right to reject any and all submissions and to waive technicalities and formalities. Respondents shall carefully read the information contained herein and submit a complete response to all requirements and questions as directed. Submittals and any other information submitted by in response to the RPS shall become the property of Macon-Bibb County.

G. Qualifications

Solicitation of Architect-Engineering Services for the improvement for the intersection of Georgia Avenue and Spring Street in Macon-Bibb County Georgia. This project will require planning and engineering of an improvement to the intersection. Macon-Bibb County may negotiate with the selected firm for the construction inspection at its option. The scope of the project is developed in more detail in the attached statement of work and draft engineering contract.

Title: Intersection improvements Georgia Avenue at Spring Street.

Estimated Cost:	Construction	\$370,000
	Design Start:	January 2018
	Design Completion:	June 2018

The general scope of the project is to design the proposal in the Macon Action Plan to reconfigure the intersection of Spring Street and Georgia Avenue. The goal of this project is to enhance pedestrian and bicycle access and safety at this intersection. It also is also to improve the appearance to the intersection as an entrance to downtown Macon. The contractor shall analyze the proposed intersection to ensure that it will accommodate traffic volumes and will provide documentation for GDOT review and approval of the proposed intersection. Macon-Bibb County will provide existing traffic counts. GDOT will need a traffic study including counts, crash history, and a capacity/operational analysis. The operational analysis will need to specifically address how the left turns from Georgia to Spring are redirected and what impacts that will have to downstream intersections. An operational analysis of those affected intersections will also need to be included. For further information on the project requirements please contact Charles Brooks, cbrooks@maconbibb.us.

The selection of the A-E firm will be based on a combination of price and qualifications. Firms should submit their qualifications and price simultaneously but the price should be submitted in a sealed envelope. Applicants should submit documents indicating their key personnel and capabilities, firm experience, ability to meet the schedule, past performance, in-house expertise, and familiarity with GDOT standards. The local government may select the firm based on the documents submitted or it may elect to conduct telephone interviews or request the firms to make personal presentations to local officials.

H. Responsibility

In order to be considered “*responsible*” the submitting firm must meet the following minimum qualifications:

- Three (3) years of experience providing the services included herein
- Licensed to do business in the State of Georgia
- Financially and Legally responsible to perform the services included herein

I. Reservations

Macon-Bibb County will not provide compensation to Respondents for any expenses incurred by the Respondent(s) for submittal preparation or for any demonstrations that may be made, unless otherwise expressly stated or required by law.

Each submission should be prepared simply and economically, providing a straightforward, concise description of your firm’s ability to meet the requirements of this RPS. Emphasis should be on completeness, clarity of content, responsiveness to the requirements, and an understanding of the Owner’s needs.

Macon-Bibb County makes no guarantee that an award will be made as a result of this RPS and reserves the right to accept or reject any or all submittals, with or without cause, waive any formalities or minor technical inconsistencies, or delete any item/requirement from this RPS or contract when deemed to be in the Owner’s best interest.

Macon-Bibb County will consider only representations made within the submission in response to this RPS. Owner will not be bound to act by any previous knowledge, communication or submission by the firms other than this RPS.

Failure to comply with the requirements contained herein may result in the submission being deemed “non-responsive” or “non-responsible”. None responsive submissions will not be reviewed for potential award.

Macon-Bibb County reserves the right to negotiate with the selected firm in the future for Engineering Designs, Drawings, and Related services; Right of Way acquisitions, and utility relocations.

J. Submittal Format

Submissions must be limited to a total of forty (40) pages and must be organized in a manner to display the required information in a well-organized manner.

K. SCORING (total possible number of points = 100)

Evaluation factors and their weight are as follows:

Factor	Points
Work Experience	15
Staff Capabilities	20
Workload Capacity	15
Price	50

L. Award Basis

The local government may select the firm based on the documents submitted or it may elect to conduct telephone interviews or request the firms to make personal presentations to local officials. If interviews or presentations are required, a minimum of three firms will be asked to do this. Negotiations on the consulting fee will be conducted with the firm selected.