



CITY OF PEACHTREE CORNERS REQUEST FOR PROPOSAL RFP 2016-006

Issue Date: Tuesday, July 5, 2016	RFP Number: RFP 2016-006	RFP Title: Peachtree Corners' Multi-Use Trail, Phase 2 Design and Construction Drawings
RFP Due Date and Time: Monday, August 1, 2016 11 AM, EST		City Contact: Jennifer Howard jhoward@peachtreecornersga.gov

INSTRUCTIONS TO RESPONDENTS

Return Proposal to: City of Peachtree Corners City Hall 147 Technology Parkway Suite 200 Peachtree Corners, GA 30092	Mark Face of Envelope/Package: Respondent's Name and Address RFP 2016-002 Multi-Use Trail, Phase 2 RFP Due Date & Time: August 1, 2016 11 AM
	Special Instructions:

RESPONDENTS MUST COMPLETE THE FOLLOWING

Respondent Name/Address:	Authorized Respondent Signatory: (Please print name and sign in ink)
Respondent Phone Number(s):	Respondent FAX Number:
Respondent Federal I.D. Number:	Respondent E-mail Address and website address (if available):
Primary Contact Person Name:	Primary Contact Person E-mail Address:

RESPONDENTS MUST RETURN THIS COVER SHEET WITH RFP RESPONSE

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1. SCHEDULE OF EVENTS

<u>EVENT</u>	<u>DATE</u>
RFP Issue Date.....	7/5/2016
Deadline for Receipt of E-Mail Questions from Respondents.....	7/19/16
Deadline for Posting of Written Answers to City Website	7/21/16
RFP Response Due Date.....	8/01/16
Completion of Response Review.....	8/05/16
Interviews (if required)	8/08/16-8/12/16
Recommendation to Mayor and Council	8/16/16
Anticipated Start Date.....	9/12/16
Anticipated Completion Date.....	2/01/17

2. PURPOSE OF RFP

Just 13 miles from Atlanta, the City of Peachtree Corners, Georgia is the newest and largest city in Gwinnett County, with 40,000 residents and a leadership committed to igniting economic and social activity, and improving livability in the city. Chartered in 2012, and consisting of 17 square miles, the City of Peachtree Corners is known for its 500-acre Technology Park and upscale neighborhoods. Construction of Phase 2 of the multi-use trail will connect Peachtree Industrial Boulevard with Holcomb Bridge Road via Peachtree Corners Circle, increasing connectivity throughout the city and providing transportation options.

Although Peachtree Corners is new, the area within its boundaries has a long history of planned, quality growth that has attracted major corporations in a variety of industries. The city aspires to connect its residential areas with office and retail areas. The purpose of this request for proposals is to design the second phase of a multi-use trail system, approximately 1.8 miles, along an existing roadway and prepare necessary construction documents.

Responding firms should have experience in all areas of expertise required by the scope of services including but not limited to: transportation planning/design, land use planning, landscape architecture, project budgeting and estimating. Qualified firms should also have expertise in facilitating public meetings.

Responding firms should submit three examples of projects reflective of the subject of this RFP with at least one project of similar scale. Please submit examples of projects that required public engagement as a part of their scope and identify the communication methods used to engage the public.

3. SCOPE OF PROJECT

Consultants are anticipated to provide full design services for the development of a multi-use trail along Peachtree Corners Circle from Holcomb Bridge Road to Peachtree Industrial Boulevard consistent with a preliminary concept identified in the Holcomb Bridge Road Corridor Study (see study pages 32 and 33 attached. Entire study can be found at: <http://peachtreecornersga.gov/home/showdocument?id=1755>)

The project involves:

- 1) Designing a multi-use trail from Holcomb Bridge Road to Peachtree Industrial Boulevard on the west side of Peachtree Corners Circle that will accommodate pedestrian and bicycle traffic.
- 2) Providing construction documents.
- 3) Determining the need for vehicular crossings, signage, pedestrian crossings, board walks, bridges, and identify locations.
- 4) Fostering partnerships and community support.
- 5) Providing a time schedule for completing work with dates (work plan).
- 6) Estimating costs and potential sources of funding for the projects identified in the plan.

- 7) Providing resumes for key staff performing analysis and planning, highlighting past experience.

4. SPECIFIC TASKS

At a minimum, the consultant firm overseeing this project will be responsible for the following tasks:

1. Preliminary Design and Traffic Analysis
 - a) Perform field surveying and coordinate with site survey.
 - b) Verify property ownership.
 - c) Identify and document existing traffic conditions and constraints.
 - d) Create streetscape and trail conceptual plan for entire corridor including trail location, width, landscaping, street trees, decorative pavers, lighting, crosswalks, lane configurations, bus stops, amenity areas.
2. Schematic Design and Construction Documents
 - a) Generate CAD-based trail location schematics that include landscaping, street trees, decorative paving, lighting, crosswalks, lane configurations, bus stops, amenities, etc.
 - b) Provide right-of-way easement and acquisition plan, if necessary.
 - c) Perform preliminary civil engineering, including stormwater management, utility and erosion control plans.
 - d) Provide full construction drawings, including site geometry, land configuration, traffic control devices, required street signage, grading, drainage, site utilities, sediment and erosion control plans, electrical-lighting plan, retaining walls (if necessary) street crossings, and guard rails or fences, if needed.
 - e) Provide three-dimensional corridor illustrations.
3. Construction Cost Estimates, Bidding
 - a) Provide construction and furnishings estimates.
 - b) Incorporate comments of staff and city officials into bid documents.
 - c) Assist city with bidding process, responding to requests for information.
4. City Coordination and Public Participation
 - a) Participate in applicable meetings with city staff (up to 8 meetings anticipated).
 - b) Make presentations to the public, city council and planning commission members (up to 6 meetings anticipated).
 - c) Engage the public in work sessions, workshops, one-on-one and in open house-style meeting (up to 2 meetings anticipated).
 - d) Discuss the project with key stakeholders, including property owners, as needed (up to 3 meetings anticipated).
5. Construction Administration
 - a) Assist the City with response to contractor questions and proposals.
 - b) Provide job site visits 2 times per month to assess work, address on-site issues, prepare field progress reports, review payment requests, and review final punch list.

6. QUALIFICATIONS AND EVALUATION FACTORS

The successful consultant should have proven trail design experience along with a record of excellence. In addition, the consultant should provide the following:

- (1) History of firm and resources
- (2) Key personnel/qualifications, identification of project manager, and percentage of time key staff will be assigned to the project
- (3) Project approach
- (4) Examples of comparable projects
- (5) Current workload
- (6) References
- (7) Fee proposal

The City will evaluate proposals based on the qualifications and capability of the consultant firm, as follows:

Firm Qualifications and Organization	30%
Project Approach	30%
Previous Comparable Experience	20%
<u>Project Fee</u>	<u>20%</u>
Total	100%

6. KEY REQUIREMENTS

A. Proposal Deadline.

All proposals must be received by 11:00 AM on August 1, 2016 to be considered. There will be no exceptions made. five (5) identical hard copies must be submitted to the City of Peachtree Corners and delivered to: City of Peachtree Corners, City Hall, 147 Technology Parkway, Suite 200, Peachtree Corners, Georgia, 30092.

B. Public Information Notification.

The City considers all materials, information, communications and correspondence in any form from the respondents to this RFP to be non-propriety and non-confidential and, therefore, subject to public disclosure under Georgia Law once the contract is awarded.

C. Format of Proposal should be organized in the manner stipulated below:

- 1) Report Cover (optional)
- 2) RFP mandatory Cover Sheet (completed)
- 3) Table of Contents

- 4) Tabbed Dividers -Each proposal should have tabbed dividers separating each of the following six sections and matching the following headings:

Section #1: Team Information. Provide firm name, address, telephone number, e-mail addresses, and firm web addresses. Include this information for any subcontractor, as well. Also note the years the firms have been in business, names of principals in firms, organizational description and the primary contact person for this project. Include project organizational chart and resume of key personnel. (5 pages max.)

Section #2: Letter of Interest (1-page max.)

Section #3: Proposed Approach – Describe the objectives of the project and how they will be achieved by the consultant including descriptions that detail the components of the project. (5-pages max.)

Section #4: Proposed Project Timeline- Include a timeline from anticipated start date of **9/12/16 to 2/01/17** project completion. Identify current workload and time commitments to other projects.

Section #5: Comparable Experience – Include documents showing previous, comparable projects and note team member's participation in each project. (8 pages max.)

Section #6: Fee Proposal – Identify fee associated with each of the major project tasks to be completed. Project Tasks may include categories such as Assessment and Preliminary Design; Schematic Design; and Construction Documents

7. QUESTIONS AND RESPONSES

- A. Questions, requests for clarification or interpretation of any section within this RFP must be addressed by e-mail to jhoward@peachtreecornersga.gov on or before **7/19/16** Each inquiry must provide clear reference to the section, page, and item in question. Questions received after the deadline may not be considered.
- B. The City will provide by **7/21/16** a response to all questions received by the above noted deadline. The City's response will be by posting on the City's website (<http://peachtreecornersga.gov>). Answers to e-mail questions will be posted as soon after they are received as possible with every effort made to post responses no later than the day after questions are received.
- C. Any addenda to this RFP will also be posted on the City's website.
- D. Although there are no pre-proposal meetings scheduled, the City reserves the right to call a pre-proposal meeting if deemed necessary. Notification of any such meeting will be posted on Peachtree Corners' website at least 48 hours in advance of the meeting. In addition, individuals who want to be notified may send an e-mail to jhoward@peachtreecornersga.gov requesting e-mail notification.
- E. Respondents may *not* contact City officials concerning any aspect of this RFP. All inquiries regarding this RFP must be directed to Jennifer Howard at jhoward@peachtreecornersga.gov.

8. SELECTION PROCESS

- City staff will evaluate the proposals received, following the application deadline and expects to shortlist firms that demonstrate their capability and experience to undertake and complete the project.
- City staff may arrange to interview firms before making a final recommendation to the City Council.
- Following its evaluation, city staff will make a recommendation which will include the first and second ranked firms to the City Council.
- The City Council is expected to award the contract at its regular meeting on August 16, 2016.

9. ADDITIONAL INFORMATION / SUPPLEMENTARY PROVISIONS

- Responding to this RFP constitutes understanding and agreement to methods of evaluation and selection.
- The City reserves the right to reject any and all proposals or to contract with the respondent it deems would be best able to satisfy the requirements and qualifications set forth previously. The criteria used in the selection process will be at the sole discretion of the City.
- This Project shall be coordinated through the Peachtree Corners Community Development Department.
- The terms contained in this RFP shall be incorporated into the final contract.

RE-IMAGINE PEACHTREE CORNERS CIRCLE



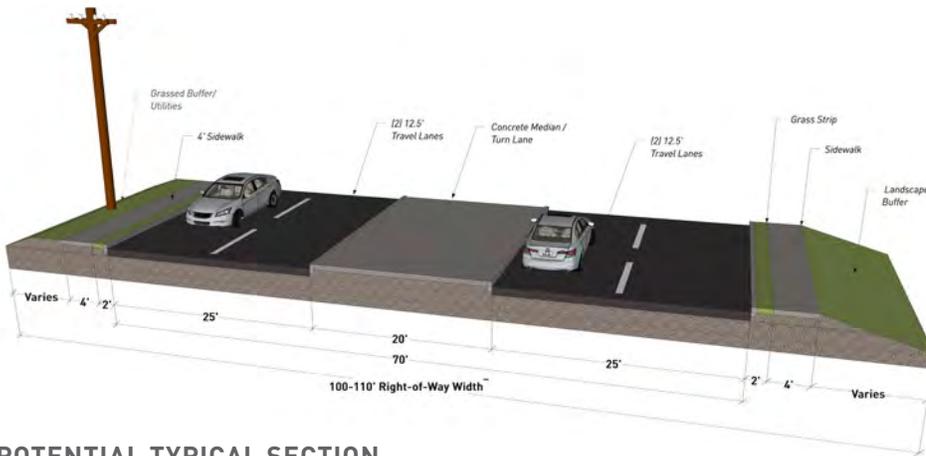
Peachtree Corners Circle is currently designed to function like Holcomb Bridge Road but, given its length and location, only carries approximately one-third of the vehicular traffic. As the City moves to create more desirable “people places”, there are excellent opportunities to fundamentally

change Peachtree Corners Circle to fit its actual role as a multi-modal residential corridor. The planning team studied three options that were ultimately vetted with the general public and steering committee members. Each of the concepts (found in the appendix) have varying levels of intervention with one

focusing only on beautification of the central median and the other two illustrating what the removal of the underutilized central median / turn lane (between Jones Mill Road and Holcomb Bridge) could allow. Through the public input process it was determined that the option illustrated below was the most desired streetscape intervention. This potential approach is beneficial in that it maintains the same level of capacity for vehicular volume along the corridor and “frees” almost 20’ of space that is utilized to improve aesthetics, enhance the pedestrian experience and grow the amount of protected bicycle infrastructure within the City (one of the most desired amenities from the public engagement phase). Additionally, a bicycle path along this street establishes a direct connection to the future Technology Park Phase 2 trail and would create a trail hub with the potential Crooked Creek Trail (described later).

Not only does the undertaking of this project help increase the vibrancy of the pedestrian realm but is also a crucial component to the larger strategy of promoting reinvestment through capital projects. Changing the perception of Peachtree Corners Circle from a “road” to a “street” can not only help incentivize development but it could also encourage the creation of a more connected approach to site planning rather than the isolated developments currently found along the corridor.

EXISTING TYPICAL SECTION



- Severely underutilized space along 20’ wide concrete median
- Over a mile between pedestrian crossings
- Lane widths and overall composition of roadway encourages higher than posted speeds

POTENTIAL TYPICAL SECTION



- Central median removed and travel lanes reduced to safer widths (not removed closer to intersections)
- Curb on east side of street shifted to create a large 12’ multi-use trail with a robust planted buffer
- Expanded sidewalk on west side of street
- Ample room for cyclist and streetscape furniture improvements (i.e. enhanced bus shelters, benches, lighting, decorative banners)
- Potential H.A.W.K signal crossing at bridge over Crooked Creek

NOTE: CONCEPT ONLY. FURTHER STUDY REQUIRED.

TRANSFORMING A ROAD INTO A PEOPLE STREET

CONCEPTUAL VIEWS OF POTENTIAL PEDESTRIAN IMPROVEMENTS TO PEACHTREE CORNERS

EXISTING TYPICAL SECTION OF PEACHTREE CORNERS CIRCLE



POTENTIAL OPPORTUNITY TO ESTABLISH A PEDESTRIAN ORIENTED STREET



NOTE: CONCEPT ONLY. FURTHER STUDY REQUIRED.