

Request for Proposals

For

City of Milwaukee

Department of Public Works

Engineering Services Master Contract

March 11, 2008

1.0 Introduction

The City of Milwaukee is seeking proposals from Consultants interested in providing engineering Services for City of Milwaukee and its Agencies including, but not limited to: the Department of Public Works, Department of City Development, Department of Health, Port of Milwaukee, the Redevelopment Authority of the City of Milwaukee (RACIM), the Housing Authority of the City of Milwaukee (HACM), the Milwaukee Economic Development Corporation (MEDC) and the City Attorney's office on an as-needed basis. The Consultant selected must agree to provide all engineering services requested by various City Agencies.

This Engineering Services contract is a master contract, in which contractor's work is on an as-needed basis, and does not guarantee the consultants that are selected a minimum number of Engineering Service projects per year, or throughout the life of the contract. This number will be determined by the individual needs of each City Department and Agency, and available funding. Any Engineering services for which the City joins with another governmental unit or private party may, at the City's sole discretion, be determined to be outside the scope of this master contract.

All activities that are conducted under the terms of this master contract will be funded and managed or administered by each specific contracting City Department or Agency. Therefore, each City Department or Agency will retain control over the management and execution of their respective projects. Each City Department or Agency will determine its own needs for Engineering Services, funding sources, and facilitate other arrangements (e.g., Right of Entry or other legal approach to the property) for the Engineering Services Consultant.

The total cost for each specific Engineering Service conducted under this master contract, will be determined with the successful consultant, based on negotiations for the scope and cost specific to the Engineering Service being requested. The City Department or Agency requesting the services will be responsible for making payments for the services performed.

This contract will be effective for a period of two years, with the option of extending the contract for three additional one-year periods upon mutual consent of the City and the selected consultants.

The City of Milwaukee and/or the selected consultants may amend the Engineering Services Master Contract, upon mutual consent, by providing sixty days written notice.

2.0 Scope of Services

The City of Milwaukee will be contracting with three or more engineering consulting firms to provide full service engineering support to City Departments and its Agencies.

Because this is a master contract in which consulting firms will be working on an as-needed basis, there is not a specific scope of work to outline in this Request for Proposals document. Once a City Department or Agency recognizes a need for an engineering service, that Department or Agency will define the scope of services needed, and then the selected consultant will prepare a task-specific work plan and cost estimate, with a “not to exceed dollar amount” to the requesting City Department or Agency for review, negotiation and approval, prior to initiating any engineering activities.

All activities conducted under this master contract must comply with the regulatory requirements and guidelines of the City of Milwaukee, the Wisconsin Department of Transportation, the Federal Highway Administration, and all other applicable regulatory agencies.

The activities that may be conducted under this Engineering Services contract include, but are not limited to:

1. Traffic and Parking Analysis

Traffic and parking studies including data collection and updating of City’s traffic and parking inventory plans are included under this task. Specific tasks could include the following:

a. Data Collection:

- Collect daily traffic counts
- Collect intersection turning movements counts
- Collect vehicle classification counts
- Collect parking occupancy and supply data
- Collect intersection geometric data and controls

- Collect CBD parking and traffic circulation inventory data
- Collect pedestrian data
- Collect accident information

b. **Traffic Analysis**

- Evaluate traffic calming measures
- Conduct intersection operations/capacity analyses
- Evaluate traffic circulation modifications
- Review traffic and parking impact and analyses presented to City by Developers
- Conduct trip generation studies
- Conduct vehicle and pedestrian safety studies
- Assemble traffic and parking data in GIS
- Review signing and traffic signal needs
- Prepare traffic simulation animation model to address traffic concern and for public presentation
- Conduct parking studies

2. Signal Analysis and Design

The work tasks in this area will involve, but would not be limited to:

- a. Collecting appropriate traffic data and conducting traffic signal warrant analyses as requested.
- b. Collecting appropriate traffic data and performing an analysis of existing or proposed traffic signals as an individual signal or in a traffic signal system using a software program(s) as approved by the City, such as Synchro, Signal2000, or Transyt-7F
- c. The design and preparation of plans for the new construction of traffic signals and systems to be owned and operated by the City, or for the modification of existing traffic signals and systems owned and operated by the City.
- d. Performing various studies related to the operation and management of traffic signals and systems.

Persons in responsible charge of these tasks should be a certified Professional Traffic Operations Engineer (PTOE).

3. Structure Analysis and Design

The work tasks in this area will involve, but would not be limited to:

- a. Analysis and design of new fixed and moveable span bridges, retaining wall or other structures.
- b. Analysis and plan preparation for the rehabilitation of fixed and movable span bridges, retaining walls and other structures.
- c. Analysis, design and/or peer review of specialty and signature bridges.
- d. Forensic investigation of structural failures and adverse behavior of structural elements.
- e. Retrofit and structural upgrade design of structures.
- f. Infrastructure security assessment and risk mitigation for transportation and other structural facilities.
- g. Inspection and rating of structures.

4. Roadway Design

Design of local street and alley improvements within the City of Milwaukee. Designs may range from resurfacing to rehabilitation to new construction. Designs, plans, and specifications to be completed to City of Milwaukee or WisDOT standards based on type of funding being used.

5. Real Estate Appraisal, Negotiation and Relocation

Acquire right of way through appraisals, negotiations and relocation assistance (as necessary) in accordance with Chapter 32 of the Wisconsin State Statutes and the related provisions of the Wisconsin Administrative Code.

6. Community Sensitive Design

Conduct neighborhood work shops to explain community sensitive design and its impact to the neighborhood. Create concepts and prepare designs as necessary for inclusion into other plans sets.

7. Construction Management

Provide construction management staff to lead, or assist City staff, in the delivery of infrastructure improvement projects.

8. Survey

Provide survey staff to complete surveys for planning, design and construction, including:

- a. electronic data collection
- b. utility location and layout
- c. line and grade layout for construction activities

Survey staff shall also have experience in the development of Right of Way plats, certified survey maps and Alta surveys.

9. Geotechnical Analysis

Conduct geotechnical investigations of soils and groundwater to determine:

- a. Support/foundation requirements for bridges, structures, underground utilities and retaining walls.
- b. Provide soil analysis to determine parameters for pavement designs.

Geotechnical investigations shall consist of utility clearances, horizontal and vertical elevation control for boring locations, equipment mobilization drilling, field sampling, laboratory testing, engineering analysis, and report preparation.

10. Public Involvement

Provide public involvement support services that include:

- a. Conducting stakeholder and public information meetings with the general public, institutions, civic groups and businesses. Services can include preparing meeting notifications, agendas, handouts, displays, exhibits and PowerPoint presentations, as well as producing documentation from the meetings and summaries of actions.
- b. Provide coordination of community group and property workshop meetings to solicit input and help move the groups towards an understanding of the project issues, and ultimately, informed acceptance or consensus for the project.