

Tremonton City Corporation

Tremonton City Transportation Master Plan

REQUEST FOR PROPOSALS

February 2017

Prepared by
JONES & ASSOCIATES
Consulting Engineers



CITY OF TREMONTON
REQUEST FOR PROPOSALS
TRANSPORTATION MASTER PLAN

Proposal Due
March 3, 2017
5:00 pm

Tremonton City
102 South Tremont Street
Tremonton, Utah 84337
(435) 257-9500

February 8, 2017

Request for Proposals

Tremonton City Transportation Master Plan

1 INTRODUCTION

Tremonton City, Utah is soliciting Proposals from qualified Traffic Engineer to analyze Tremonton City's future traffic patterns for the purpose of updating the City's Transportation Master Plan. The selected firm shall enter into a contract with Tremonton City. You are hereby invited to submit a Proposal based upon the requirements and conditions set forth in this RFP.

2 SCOPE OF WORK

The tasks to be performed by the selected Engineering Firm will include the following along with all associated work to complete the objectives and tasks.

Scope 1

- Model future traffic flow patterns for the 20-year and 50-year window including the influence of traffic from outside the City (population growth projections and areas, and projected commercial development areas will be provided by the City)
- Compare the City's existing Transportation Master Plan Map with the projected traffic patterns and volumes for the terms specified. Make recommendations on needed or appropriate modifications to the Plan.
- Identify roads where additional travel lanes and right-of-way will be necessary for the future roadways.
- Review street cross sections identified in the Public Works Standards and make recommendations on any modifications necessary.
- Perform traffic counts as needed to perform the work.
- Identify potential trouble spots at intersections and any other possible conflict locations. Propose solutions to solve the problems.
- Make recommendations on access to commercial areas.
- Analyze key transportation issues. Evaluate the existing systems/modes and connectivity, access management, interaction between surface streets, state roads, Interstate 15 and 84, railroad facilities, and freight industry related.
- Compare and integrate the UDOT Emerging Area Plan and UDOT Transportation Plan for Tremonton. Suggest solutions for conflict identified on the Emerging Area Plan regarding truck traffic on Iowa String.
- Make suggestions for frequency and general location of collector roads.

- Make recommendations for funding sources for needed projects.
- Prioritize areas where money should be spent.
- Attend coordination meetings as necessary with City Staff in order to obtain the information necessary to complete the work. Attend at least one Public Hearing and one City Council Meeting prepared to present the Plan.
- Prepare a Transportation Master Plan.

Scope 2

- Review the trails plan shown on the Transportation Master Plan Map. Make recommendations on needed or appropriate modifications to the Plan.
- Identify potential locations for bike lanes and make recommendations.

3 INQUIRIES

Questions pertaining to the proposal and/or RFP should be directed to the City Engineer, Chris Breinholt. He may be contacted at chrisb@jonescivil.com or by phone at 801-476-9767.

4 SUBMITTAL DATE

Proposals are **due no later than 5:00 p.m. on Friday, March 3, 2017** and must be received in hand by that time. Proposal postmark dates will not be considered as meeting that deadline. Proposals should be submitted to:

Linsey Nessen
City Recorder
Tremonton City
102 South Tremont Street
Tremonton, Utah 84337

The City is not responsible for Proposals that are delinquent, lost, mismarked, and sent to an address other than that given above, or sent by mail or courier service. The City reserves the right, after opening the Proposals, to reject any or all Proposals, or to accept the Proposal(s) that in its sole judgment is (are) in the best interest of the City.

5 PROPOSAL CONTENT

The City of Tremonton is seeking a concise Proposal clearly addressing all of the requirements outlined in this RFP. Proposal must not exceed 20 single-sided pages, and must include, at a minimum, the following sections in the order indicated:

1. Information Page –Provide the following information:
 - a. Name of engineering firm/traffic engineer
 - b. Complete address

- c. Contact person
 - d. Telephone number
 - e. Fax number
 - f. Internet address
 - g. E-mail address
2. Itemized Cost Schedule and Proposed Completion Schedule – Include a Cost Schedule for Scope 1 and Scope 2 and Proposed Completion Schedule for the scope of work.
3. Personnel
 - a. List the professional and support positions that would be primarily responsible for this study.
 - b. Provide an organizational chart, including resumes of all personnel who would be committed to this project. Provide specific information as to their experience on projects similar to this one.
 - c. If applicable, list professional consultants outside your firm whom you propose would provide services not available in your firm. Provide specific information documenting their work on similar projects.
4. Project Approach – A concise description of how your team will work with the city to achieve its goals described in the “Scope of Work” section of this RFP.
5. Qualifications– Provide information on the qualifications of the engineering firm/traffic engineer. The following elements must be included in this section.
 - a. Example Projects – Describe recent projects that are similar in nature to this one, and provide details on size, cost and client.
 - b. References – Provide phone numbers and email addresses of professional references (clients) for whom you have provided similar services who can speak to the abilities and strengths of your team.

6 SELECTION PROCESS

Selection of the proposal will not be based solely on cost. The City’s Land Use Authority Board (LUAB) will evaluate the proposals and will make a determination based on the following:

- Qualifications of the engineering firm/traffic engineer;
- Qualifications of the personnel;
- Itemized cost schedule to complete the “Scope of Work”;
- Proposed completion schedule;
- Project approach to achieve the goals described in the “Scope of Work”;
- and other factors determined to be advantageous by the LUAB.

The Tremonton City reserves the right, without qualification, to:

1. Select any Proposal as a basis for written or oral communication with any or all of the companies or individuals when such action is considered to be in the best interest of the City.
2. Select any Proposal, based on initial Proposals received after detailed discussions or contract negotiations.
3. Reject all Proposals.

The LUAB or City Council is authorized to finalize the contract with the engineering firm/traffic engineer that is select.

7 AUTHORIZATION TO BEGIN WORK

The selected provider of these services will be given a written Notice of Award following the award of the proposal by the Land Use Authority Board. An Agreement for providing the Engineering Services will accompany that notice and the Firm shall sign and return the Agreement to the City within ten (10) days of receiving the Notice of Award. An insurance certificate(s) will also be submitted to the City generally complying with the requirements outlined in Exhibit "A". Within ten (10) days following the receipt of the Agreement and insurance certificate(s), providing both parties concur with the terms of the contract, a Notice to Proceed will be issued to the Firm to begin the work.

8 MISCELLANEOUS

The contractor shall provide at the contractor's expense insurance as outlined in Exhibit "A" for said contractor and employees in connection with their work under this contract. The contractor shall indemnify and hold harmless the City against and from all liability, claims, damages, demands and cost, including attorney fees of every kind and nature and attributable to bodily injury, sickness, disease or death or to damage or destruction of property resulting from or in any manner arising out of or in connection with the project and the performance of the work under this contract.

The following clauses shall be included in Contracts:

- The unilateral right of Tremonton City to order, in writing, changes in the work within the scope of the Contract and changes in the time of performance of the Contract that do not alter the scope of the contract work.
- Suspension of work ordered by Tremonton City.

Exhibits

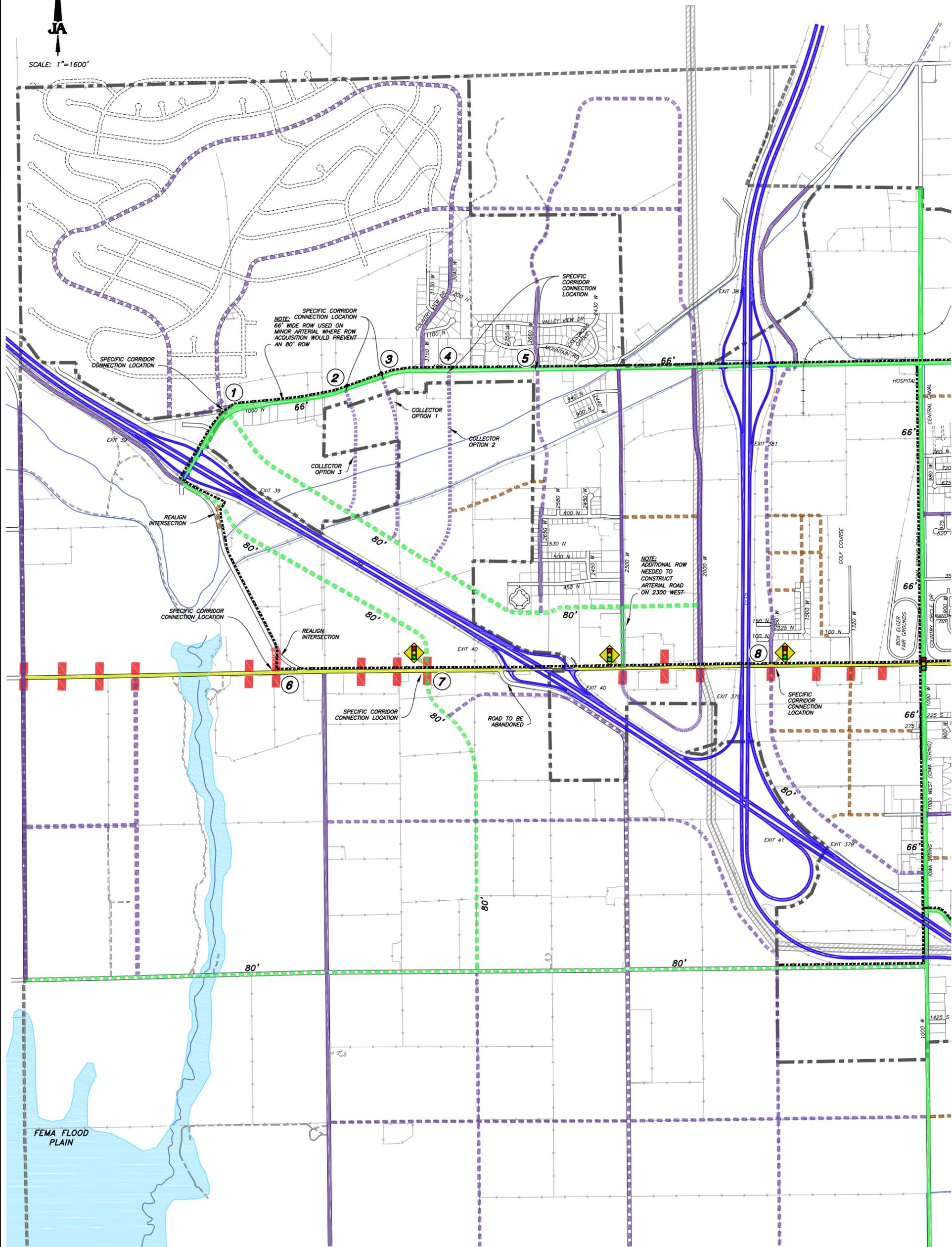
"EXHIBIT A"

REQUIREMENTS FOR PARTIES CONTRACTING WITH THE CITY OF TREMONTON

1. Indemnity/Hold Harmless Clause. Each contract with an independent contractor shall contain indemnity/hold harmless clauses which provide that:
 - a. All contracts shall contain indemnity and defense provisions in which the independent contractor assumes all liability arising out of work performed by the contractor or their officers, employees, agents, and volunteers. In accordance with Utah Code Annotated 13-8-1 and 13-8-2 this provision does not apply to construction and design professionals.
 - b. All Vendors shall provide evidence that they have acquired and maintain comprehensive general liability coverage, including liability insurance covering the contract concerned, prior to the execution of the contract. Tremonton City and its officials, employees, and agents shall be named as "additional insured" on the liability insurance policy and a copy of the policy shall be given to the Accounts Payable Clerk.
2. Workers' Compensation Clause. Each contract with an independent contractor shall contain provisions that ensure the contractor is carrying Workers' Compensation insurance coverage.
 - a. Tremonton City shall require evidence of Workers Compensation insurance (or evidence of qualified self-insurance) from all contractors prior to the contract for services being signed.
 - b. Tremonton City shall have the contractor show evidence of the contractor's Workers Compensation coverage to Tremonton City and a copy shall be maintained by the Accounts Payable Clerk.



SCALE: 1"=1600'



LEGEND

- MAIN STREET ACCESS POINTS FOR ROADS
- ROAD TYPES**
- DASHED = FUTURE OR ADDITIONAL ROW NEEDED
- SOLID = EXISTING
- FREEWAY
- MAJOR ARTERIAL
- MINOR ARTERIAL
- COLLECTOR ROADS
- LOCAL ROADS
- CURRENT CITY BOUNDARY
- FUTURE ANNEXATION BOUNDARY
- POWER CORRIDOR
- CONCEPTUAL ROADS
- EXISTING PUBLIC TRAIL
- FUTURE PUBLIC TRAIL
- EXISTING TRAFFIC LIGHT
- FUTURE TRAFFIC LIGHT
- 8 CORRIDOR PRESERVATION FUND ACQUISITION LOCATION (SEE DETAIL ON SHEET 2)

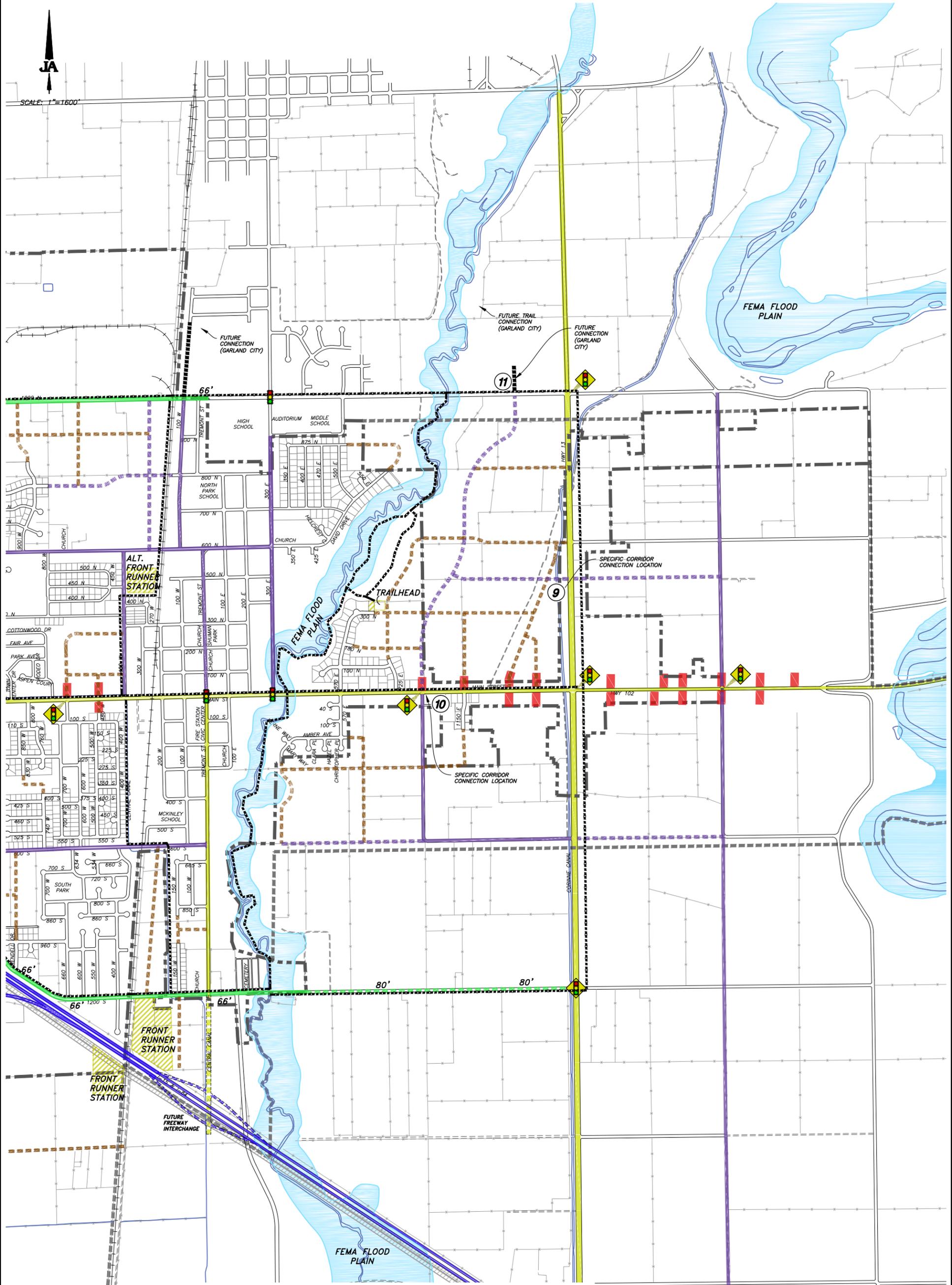
**TREMONTON CITY CORPORATION
TRANSPORTATION MASTER PLAN
MAP 1.06A**

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**TREMONTON CITY CORPORATION
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MAP 1.06B**