



Request for Proposal

Overlake Village South Detention Vault Project Project 101128

Project Description:

The City of Redmond is requesting proposals (RFP) from an exceptional team of professionals for the design of a large regional stormwater detention vault. This vault is the first of three regional facilities proposed to mitigate stormwater flows for Overlake Village.

The project is to be conducted in two phases:

Phase 1: Establish the proposed south detention vault system location and foot print.

- Final delineation of sub-basins for three proposed regional Overlake Village facilities.
- Size the flow control storage volumes for all three regional facilities and conceptual infiltration design for the infiltration vaults.
- Prepare a conceptual design re-alignment for 151st Ave NE that runs along proposed vault from NE 20th Street to NE 24th Street and general location of NE 22nd Street.
- Conduct boundary surveys and prepare legal descriptions for property transaction.
- Determine final location and footprint for the south Overlake Village regional vault.
- Identify all contributing storm flows and any needed conveyance changes in the sub-basin for flows directed to the proposed south regional vault.
- Prepare a conceptual design for a bypass flow-splitter system for the proposed south detention vault.
- Update the environmental phase 1 assessment for south vault property transaction.
- Support the City staff involved in property acquisition / development agreement / site plan entitlement.
- Support the City in negotiations with Overlake Village property owner(s).
- Develop a stakeholder and public outreach plan that includes project sequencing and construction schedule that will minimize impacts to business activities.
- Provide project cost estimates and design scheduling updates.

Phase 2: Prepare PS&E for south detention vault system.

- Environmental permitting and stakeholder public outreach.
- Low impact development site design for the private parking area above the vault lid.
- 30%-60%-Final PS&E of the vault, control structures, flow splitter by-pass and associated conveyance pipes.

Proposed Project Schedule

Phase 1

2011 – 2012	Design vault to the level of determining property acquisition footprint
2011 – 2012	Site property acquisition or easement

Phase 2

2012 – 2013	Environmental Permitting
2013 - 2014	Final PS&E
2014 – 2015	Construction

Consultant Proposal Response Information and Criteria

Due Date/Time: 2:00 PM (local time) on Thursday, March 24, 2011.

The City of Redmond – Construction Division must receive proposals no later than said date and time. Proposals received after such time will be returned unopened. Responses may be mailed or hand delivered to the City of Redmond, Construction Division, MS: 1NPW, 15670 NE 85th Street, PO Box 97010, Redmond, WA 98073-9710.

All costs for developing proposals in response to this RFP are the obligation of the Consultant and are not chargeable to the City. All responses and accompanying documentation will become property of the City and will not be returned. Proposals may be withdrawn at any time prior to the published close date, provided notification is received in writing to the below listed City agent. Proposals cannot be withdrawn after the published close date.

Proposals must be in the official name of the firm or individual under which business is conducted (showing official business address) and must be signed by a person duly authorized to legally bind the person, partnership, company or corporation submitting the proposal. A corporation must indicate the place and date of incorporation.

Selected consultant will be required to obtain a City of Redmond business license as a requirement for performing these services.

<http://www.redmond.gov/cms/One.aspx?portalId=169&pageId=2650>

The City requires five (5) printed response copies, unbound, and not exceeding a total of 15 pages (please double side your pages) in length as identified above and one electronic copy on CD or DVD (not to exceed 20MB).

Optional Informational Meeting

The City will hold an informational meeting on **Thursday, March 10, 2011, 9:30 AM – 10:30 AM, local time, PST** at **Redmond City Hall, City Council Chambers, 15670 NE 85th Street, Redmond, WA 98073**. Participation in this meeting is an optional element of the submittal process and is not considered mandatory.

Selection Criteria & Award

All interested individuals are requested to provide a response containing all required elements herein to the City of Redmond at the stated address by the deadline given. A selection committee will review and evaluate all proposals based on the below criteria with the intention of identifying firms to be invited to provide a presentation and interview supporting their proposal. The City reserves the right to select a team based on proposals only.

The selection committee will rely primarily on the content of the proposals submitted in selection of finalists and, therefore, respondents must emphasize specific information identified as pertinent to the project and include all requested information.

Proposals will be reviewed and ranked based upon the following criteria:

Project Understanding: Summarize your team's understanding of the project, its scope and how the team plans to address the challenges of the project, as well as how the unique qualities of your team relates to the project. Include a design schedule and a preliminary estimate of labor hours.

Project Approach: Summarize your team's overall approach and strategy to meet the project objectives. Also, include organization and level-of-effort charts with an explanation of team members' roles and responsibilities.

Experience with Similar Projects: Provide five (5) examples of similar recent projects that emphasize large stormwater detention vaults, site design, street planning, working with multiple stakeholders to coordinate numerous capital projects. Experience with large vaults collocated with parks facilities is preferred. Please state whether or not the project was completed within the project budget and schedule.

Project Team Qualifications: Identify each team member by name; explain their role on this project, their strengths to the team and their relevant project experience. Include a one page resume for each team member. *Staff resumes will not be included in page count.*

The City of Redmond reserves the right to reject any or all proposals, and to waive any irregularities or information in the evaluation process. The final decision is the sole decision of the City of Redmond, and the respondents to this request have no appeal rights or procedures guaranteed to them.

Questions/Inquiries

Please direct any questions concerning this Request for Proposal, the City's requirements or its evaluation process to the agent listed below. No other City official or employee is empowered to speak for the City with respect to this acquisition. Any information obtained from any other source shall not be binding and may disqualify your proposal.

Questions will be posted and answered on the project web page:

<http://redmond.gov/BusinessDevelopment/BidsRFPs/PublicWorksProjects/ProposalandBidRequests/>

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