



GREG BROCKMEYER
Director of Administration

COUNTY OF DANE
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
Room 425 City-County Building
210 Martin Luther King Jr. Blvd.
Madison, WI 53703-3345
608-266-4131
FAX 608-266-4425 TDD 608-266-4941

CHARLES HICKLIN
Controller

DATE: February 22, 2018
TO: All Proposers RFP# 118026 – CTH M Design
FROM: Pete Patten, Purchasing Agent
SUBJECT: ADDENDUM #1 to RFP# 118026 – CTH M Design

Question 1

How should we show “If Authorized items” in the cost table provided in Attachment D? Example: Field delineation of wetlands, if authorized.

Answer: If authorized items in sections 2.3.C.5 Wetland Investigations and 2.3.C.10c Hazardous Materials/Contamination Assessments will be better defined during the design process. These items will be considered ‘Extra Services’. ‘If Authorized’ items in section 2.3.H.5 Surveys has been eliminated from the RFP.

Question 2

Will the traffic forecasts provided include peak hour turning forecasts for the intersections on the project? And does the county have any existing traffic data for the CTH Q and CTH M intersection that can be used to help prepare our proposal?

Answer: Remove and replace Section 2.3.K of the RFP document with the following:

The CONSULTANT shall coordinate with WisDOT and the Madison Area Transportation Planning Board to obtain intersection and highway design year forecasts for the County M corridor.

The CONSULTANT will provide morning and evening peak hour turning movement counts for the CTH Q north, West Point Road, Signature Drive, CTH K, Woodland Drive, South Woods Road, Willow Drive East and Willow Drive West intersections. The CONSULTANT will provide 16-hour turning movement counts for Onken Road, CTH K and Mary Lake Road intersections.

The COUNTY will provide 24-hour mainline traffic counts at two locations on the CTH M corridor and data from the Beltline Corridor Study related to the CTH M Corridor.

As part of the ICE analysis referenced in Section 2.3.A., the CONSULTANT shall perform a signal warrant analysis for the Onken Road and Mary Lake Road intersections.

The CONSULTANT shall analyze existing and future traffic operations and evaluate proposed improvements at the 11 listed intersections using a Synchro traffic operations model.

The CONSULTANT shall prepare a technical memo documenting the traffic analysis parameters used in the analysis (DHV, DD, PHF, T percentage) and the reasons for their use.

Question 3

The RFP lists that you will provide previous plat sheets, but this does not show up in the list of “Provided by County”. Can we assume they will be provided?

Answer: Yes, Dane County will provide plat sheets from previous projects.

Question 4

Since no title work is included, it may be difficult to obtain utility easements, especially source documents. Are they mostly included on existing plats?

Answer: Only utility easements included in existing plats or provided by utilities during the course of design are to be included in phase 1 of this project. Estimated phase 2 project costs will be as per these known utility easements. If additional easements are discovered during the Phase 2 title search they will be added to the plat and costs for these easements will be calculated at that time.

Question 5

Will the County maintain a website to help distribute information about the project and will the consultant need to allocate time to provide data for that?

Answer: Dane County will include CTH M project information on our website. The Consultant will need to provide PDF sheets of all exhibits that are created for the project and these may be posted on the website.

Question 6

Section 1.7 Local Purchasing Ordinance & Section 6.4 Evaluation Criteria: How is the Local Purchasing Ordinance factored in the evaluation criteria listed in Section 6.4 Evaluation Criteria?

Answer: Vendors claiming a local vendor preference receive automatic points. As stated in 1.7, County ordinance provides that a local vendor automatically receive five points toward the evaluation score and vendors located within the counties adjacent to Dane County (Columbia, Dodge, Green, Iowa, Jefferson, Rock, Sauk) automatically receive two points toward the evaluation score.

Question 7

Section 2.3-Scope of Services: The Scope of Services reference specific sections of the “CONTRACT” (i.e. Agency Coordination - Section 5.6, Utility Involvement - Section 4.5.D.(3)(a)). Can the CONTRACT be provided or the specific language referenced be provided?

Answer: The term “CONTRACT” in the referenced sections refers to the Contract resulting from the RFP process. The CONTRACT will be based on the information contained in the RFP document and relevant cost information provided by the selected Consultant during the RFP process.

Replace section 2.3.D and 2.3.E respectively with the following:

Section 2.3 Scope of Services

D. Agency Coordination

The CONSULTANT shall consult with all affected local, state, and federal agencies and supply them with the necessary information concerning the PROJECT, including exhibits, so as to enable them to discharge their responsibilities within their jurisdiction.

Contact with these agencies shall be made early enough in the development of the PROJECT to enable them to make a timely response so that their comments can be considered at the appropriate stage of Services under the CONTRACT resulting from this RFP. These contacts shall be identified within the public involvement plan and public participation log as set forth under the provisions of Section 2.3.F of the RFP.

The CONSULTANT shall keep the COUNTY fully informed of its activities.

E. Railroad/Utility Involvements

1) General:

- a) The COUNTY will provide the CONSULTANT with a list of known utilities on the PROJECT and a list of contact personnel for utility coordination. This list is not warranted to be complete, but is furnished to assist the CONSULTANT in completing Railroad and Utility Coordination. If necessary, the list should be expanded by the CONSULTANT based on any additional facilities found in the field or based on contacts with other utilities. All known utilities should be invited to the Operational Planning Meeting.

Question 8

Section 2.3-Scope of Services: Under Section A.(3) Design below the “Specific items which will be included in this proposal are listed below” header, South Woods Road is listed. Is this intended to be Woodland Drive?

Answer: Yes, Woodland Drive was incorrectly identified as South Woods Road in the RFP document. See Question 9 for details related to Woodland Drive.

Question 9

Section 2.3-Scope of Services: Under Section A.(5) Design below the “Specific items which will be included in this proposal are listed below” header, it states “.....for the above referenced intersections.” Is this intended to only apply to the two intersections listed in Section A.(2)?

Answer: Section 2.3 A Design is to be replaced with the following.

A. Design

Preparation of 30% and 50% plans are to follow WisDOT procedures and specifications and include the following general items which will be reviewed and approved by Dane County and WisDOT Staff. Design assumes a 4-lane urban or suburban (curbed median and rural shoulders) typical section with on road bike lanes and an off road path.

- 1) Field survey, geotechnical report, pavement design, horizontal and vertical design, drainage design, structure layout and intersection layouts
- 2) Define the existing and proposed R/W needs
- 3) Conceptual construction staging plans so that any potential R/W (easements) needed are accounted for in Environmental Document
- 4) Traffic staging shall be planned to accommodate one lane of traffic in each direction for the duration of the project.

Specific items which will be included in this proposal are listed below.

- A. The CONSULTANT shall provide the COUNTY with two conceptual design alternatives for the relocation of the CTH K intersection. The CTH K intersection evaluation will also include North Shore Bay Drive. These intersections will be analyzed per FDM Section 11-25-3 Intersection Control Evaluation.

- B. The following intersections shall be analyzed for ICE (signal warrants)
- a. Onken Road/Governor Nelson State Park Entrance
 - b. Mary Lake Road/Kupfer Road
- C. The following intersections shall be analyzed and redesigned to meet intersection requirements for the projected traffic volumes. No “ICE” evaluation is required for these intersections. Intersections that are currently signalized will remain signalized and those under stop conditions will remain as stop controlled.
- a. CTH Q
 - b. West Point Road
 - c. Signature Drive
 - d. Fox Bluff Lane
 - e. Signature Drive/Bishops Way
 - f. Burr Oaks Drive
 - g. Perch Place (2–intersections)
 - h. Borchers Beach Road
 - i. Bishops Bay Parkway (new intersection located approx. ½ mile south of Onken on the west side of road)???
 - j. Mansfield Drive
 - k. Woodland Drive
 - l. Willow Road (2-intersections)
- D. STH 113 to Blue Bill Park Drive: It is assumed the design project will stop at the Blue Bill Park Drive Intersection and no analysis will be needed between Blue Bill Park Drive and STH 113. This section will be considered for a mill and overlay in the final design contract.
- E. The CONSULTANT shall provide an intersection control evaluation report including traffic modeling results and findings for the 3-intersections specifically called out for ICE evaluation.

Question 10

Section 2.3-Scope of Services: Under Section C.(7) Historical and Archaeological Surveys and Studies, can the items under C.(7)(c) through C.(7)(g) be considered “Extra Services” since it is difficult to assess the need, number of sites, and level of effort for these items until the reconnaissance and evaluation studies are completed?

Answer: Yes, these will be considered extra services.

Question 11

Section 2.3-Scope of Services: Under C. Environmental Documentation, the RFP states “Note: For the purposes of responding to this proposal the CONSULTANT is to assume an EA with FONSI with an option for a public hearing if approved.” Should the public hearing be considered an “If Authorized” cost or an “Extra Services” cost?

Answer: The public hearing should be considered as an “If Authorized” cost.

Question 12

Section 2.3-Scope of Services: Under E.(2)(a) Utility Coordination, the RFP states “The CONSULTANT shall arrange for all utility coordination as set forth in the MANUAL, with the exception of negotiating for utility company land interests.” Because the design will only be completed to 50%, is it the intent to fully complete the utility coordination at this time, including the DT1078 submittal package?

Answer: No, the DT1078 form will not be required as part of this RFP.

Replace 2.3.E.2.a with the following:

The Consultant shall arrange to have all Utilities field located and picked up with the design survey for this project. Collection of the information and incorporation into the plans shall follow procedures as laid out in the Manual.

Question 13

Section 2.3-Scope of Services: Under H.(3) Surveys, it is requested to temporary mark existing and proposed right-of-way for coordination with affected utilities and property owners. Is it the intent for the 50% design to fully set the proposed right of way and then stake the proposed right of way? Similar for H.(5) Surveys, is it the intent to provide staking for utilities to relocate their facilities based on the 50% design?

Answer: The existing and proposed R/W's do not need to be staked as part of the Phase 1 project. Sections H.(3) and H.(5) are eliminated from the RFP.

Question 14

Section 2.3-Scope of Services: Under M.(2) Right-of-Way Plan, what level of detail is expected for showing the additional right of way required?

Answer: The Right-of-Way Plan should approximate the additional R/W required to construct approved preliminary plans. The level of detail should allow the Consultant to provide a good cost estimate of additional R/W needed to complete the project in phase 2.

Question 15

Section 2.3-Scope of Services: Under J.(6) Road Plans, the use of Civil 3D is required; however, under P. Electronic Data Submittal it states that the design files shall be in a .dgn format using CIVIL 3D design software. CIVIL 3D design software uses .dwg format files. Please confirm that a .dwg format is required and not a .dgn file format. Also, will Civil 3D surfaces be a deliverable?

Answer: Yes, .dwg file format is to be used. Civil 3D surfaces will not be required for the phase 1 proposal.

Question 16

Attachment D-Cost Proposal: Can you clarify what costs the County is looking for under the “Phase 2 Cost Estimate” task?

Answer: Dane County will be using the results of this RFP to plan and budget the final design and construction of the CTH M Corridor. At the conclusion of Phase 1 the Consultant will prepare a project cost estimate to include the following items:

- Estimated Final Design Cost to include all reports, road plans, bridge plans, final R/W plat and special provisions to complete a project thru PS&E using the WisDOT FDM process
- Estimated cost to purchase additional R/W determined during Phase 1 design
- Estimated cost to construct the project

Question 17

Is aerial mapping or DTM data available that can be used for design purposes or is a full topo survey required for the entire project length?

Answer: In the spring of 2017 Dane County acquired aerial imagery and LiDAR countywide.

The aerial photography is countywide 6-inch, 4-band color imagery. The data is in house and can be placed on an FTP site to be downloaded for this project.

The LiDAR acquisition meets QL2 specifications, nominal point spacing of 0.7 meters, classified point cloud, with derived bare-earth, first-return and 1-foot contours. Data will be available in late March.

Additional survey required to meet the requirements of this project will need to be collected by the Consultant using other means.

Question 18

Are ICE reports not needed for CTH K and Woodland Drive? Section 2.3.A.2) only mentions Oncken and Mary Lake Roads.

Answer: See question 9

Question 19

Where is South Woods Road located that is listed in Section 2.3.A.3)? Is that referring to Woodland Drive?

Answer: See question 8.

Question 20

Are there any local stormwater ordinances or regulations that need to be followed other than the standard DNR regulations?

Answer: Final design of this project is expected to go through the WisDOT design process and the ECIP completed for WisDOT exempts the project from local oversight.

Question 21

Will this project include Local Program oversight by WisDOT?

Answer: Phase 1 design will not have Local Program oversight.

Question 22

Section 2.3.C.7) includes historical and archaeological surveys but also includes tasks for DOE's, D for C's, and MOA's under items d) through g). The number of sites required for further analysis won't be known until the initial analysis is completed under items a) and c). For cost estimating purposes, should an assumption be made for the number of sites requiring the tasks in items d) through g)? And should these be included as an If Authorized item?

Answer: See answer to question #10.

Question 23

There are several 'If Authorized' tasks listed in the scope of services. The cost proposal format in Attachment D only includes a line item for the Public Hearing 'If Authorized' task. Where should the costs for the other 'If Authorized' tasks be shown?

Answer: If authorized items in sections 2.3.C.5 Wetland Investigations and 2.3.C.10c Hazardous Materials/Contamination Assessments are difficult to determine at this time so will be considered 'Extra Services'

Question 24

To confirm, the basis of payment for this contract will be as a lump sum which is referenced in Attachment D instead of actual cost not to exceed?

Answer: The final contract will be negotiated with the selected Consultant based on the information provided in the RFP.

Question 25

Should the consultant include costs for obtaining title searches to determine the locations of utility easements required for the Right-of-Way Plan?

Answer: No.

Question 26

Since the sections between CTH Q and Signature Drive (west) and between Blue Bill Park Drive and STH 113 are already 4 lanes, is there any need for soil borings in those areas?

Answer: CTH Q to Signature Drive will require soil borings to determine adequacy of the pavement structure. 1974 Plans for this section show 3-inches of bituminous concrete pavement, 3 ½-inches of bituminous base course and 9-inches crushed aggregate base.

Blue Bill Park Dr to STH 113 will not require soil borings. 2005 plans show 6-inches HMA Pavement, Type E3, 13-inches 1 ¼" crushed base and a minimum of 9 breaker run.

Question 27

Tasks 3) and 5) in Section H. for Surveys involve staking of right-of-way for coordination with utilities and property owners, including for relocation of utility facilities. Those tasks are often completed in conjunction with the preparation of a right-of-way plat which isn't included with this contract.

Should we assume those tasks are still required? If so, should a certain length of staking needed or a number of parcels be assumed?

Answer: See Question 13

Question 28

Section 2.3.A. states the new facility will be either an urban or suburban facility. Is the design speed for the project anticipated to be lower than 60 mph (55 mph posted) or is that to be determined?

Answer: Design speed will be assumed at 45 mph for all geometric elements. The posted speed will be changed to 40 mph to allow for curb adjacent to the driving lane.

Question 29

Plans for the multi-use trail seem to show a portion of the trail extending through Governor Nelson Park. Is the design of this trail through the park and associated field survey that is needed for the design included with this contract?

Answer: Dane County Parks is currently working on plans for design and construction of a multi-use path along much of the CTH M corridor. This path is planned to go through the Governor Nelson property. The CTH M corridor project may use portions of the Parks trail where it is adjacent to the road R/W but for purposes of the RFP document it should be assumed that the entire corridor will require a path on the R/W. During the design process actual connectivity between the trail systems will be determined.

Question 30

Is the signalized intersection with Woodland Drive included in the project?

Answer: See answer to question 9.

Question 31

Regarding Air Quality: NR411 no longer shows up on the DNR website - does it need to be followed on this project?

Answer: This project will follow all current ordinances, statutes or regulations per Dane County, WisDNR, WisDOT and Federal Highways as appropriate. Proposal responses should follow the current practice at the time of submittal.

Question 32

In Section 2.1 you state there are four structures that will be evaluated to determine if they can be added onto or if a separate structure will be required to accommodate the new pavement section. In the evaluation, what are you seeking for deliverables? Also, what is meant by separate structure, are you referring to a new structure which replaces the existing structure?

Answer: Deliverables for this item should include structure cost and additional R/W cost. All structures are considered to be in good condition and it is not intended to replace them with this project. The slab span structure east of CTH K will probably require a separate structure to be constructed adjacent to the existing structure. The remaining three structures are box culverts and it is intended that they be extended. This project will review the validity of these assumptions, estimate the cost to design and construct the structures and any additional R/W needed to complete construction.

Structural design work will be completed in phase 2 – final design.

Please acknowledge receipt of this addendum by noting “Addendum #1 Received” on the Signature Affidavit page when you submit your bid. If you have any questions regarding this addendum, please contact me at 608-267-3523.

Sincerely,

Pete Patten
Dane County Purchasing Agent