

Wareham Bikeway Comprehensive Design and Engineering RFP

Responses to Questions [in *red italics*]

June 6, 2018

DISCLAIMER: No guarantee is made that the questions are complete and the same as asked, or that the answers provide the desired information.

Does the town anticipate the \$200,000 fund allocation will cover all phases of the project (pre-25% through to construction support) or will additional funds be available to supplement the effort?

The town has appropriated \$200,000 of Community Preservation Act funds towards design of this project. The expectation is that this will cover the cost for all design services for this section of the Wareham Bikepath. If State and/or federal money is made available for other design and construction services, the Town will be adding those funds, as needed, to the cost of design and construction services.

How many copies of our proposal (both technical and price) would you like to receive?

One hard copy with original signature, unbound and clipped, and one electronic file for each document, with e-files on a thumb drive.

Due to the 10-page limit, may we attach key personnel résumés and detailed project sheets as appendices?

The references, project sheets and resumes may be attached as appendices. But please be succinct in your message.

The evaluation criteria in Appendix A includes client references, although these are not mentioned in the RFP. Should references be included in the 10-page narrative or can they be attached in the appendices?

The references, project sheets and resumes may be attached as appendices. But please be succinct in your message.

How many references do you require?

Three references are requested.

Although you are requiring 10 single-sided pages, is this mainly to clarify the page count? Can they actually be printed out double-sided (i.e. 5 sheets of paper), to save paper?

Yes. Please save paper.

Does the Town or MassDOT have survey for any part of the project area available to the designer?

The Town has a 1948 layout plan and is researching survey information. Results will be provided to winning proposal. Wetlands will be flagged by the town.

Will the Town provide personal protective equipment and police detail for the public on the site visit?

Safety of the public is a priority and necessary measures will be taken during any public site visit.

Who will be the day-to-day contact person for the Town?

*Point of Contact will be: Ken Buckland, Director of Planning and Community Development;
kbuckland@wareham.ma.us 508.291.3100 x6501*

If the CPA fund allocation of \$200,000 is the amount allocated for survey, design, and construction oversight, this seems to be quite low. Can the Town increase the design budget so this project can be designed and executed well?

The town has appropriated \$200,000 of Community Preservation Act funds towards design of this project. The expectation is that this will cover the cost for design services for all design services for this section of the Wareham Bikepath. If State and/or federal money is made available for other design and construction services, the Town will be adding those funds to the cost of construction services.

“Proposals must not exceed ten (10) single sided pages in length...”

Do a front cover, back cover, table of contents, and cover letter count towards the 10 page limit?

The front cover, back cover, table of contents will not count, the cover letter does count towards the 10 page limit. Be aware that no value will be attributed to content that does not advance the construction of the Bikepath.

“Price Proposals shall be submitted in a separate and distinct sealed envelope”

Are the pages of the price proposal counted in the 10 page limit?

The price proposal does not count towards the 10 page limit.

“respondents must submit the most current W-9 form”

Is it acceptable to submit the W-9 with the sealed Price Proposal or does the Town prefer it be located within the body of the technical proposal?

Yes, it may be included in the Price Proposal

Does the w-9 page contribute to the 10 page limit?

No

How many copies of the proposal does the Town want submitted?

One hard copy with original signature, unbound and clipped and one electronic file, for each document, with e-files on a thumb drive.

“Successful proposals will include at least the following....Permits and engineering not included in your proposal.” Page 4 of the RFP

Can you clarify what permits and engineering should be included within the proposal?

Permits include local permissions from Conservation Commission and public safety. Engineering needed for design and construction of a bike path follows MassDOT design steps, which is why the form for the cost estimate is the MassDOT form. “Design” means the preparation of full plans and specifications needed to publicly bid the project as a Massachusetts public works contract.

How was the project cost estimate generated?

The most recent cost estimates were provided in the TIP at \$5.22 million [MassDOT Project 607825].

A 2010 feasibility report with cost estimates was drafted on the full Wareham Bikepath [Bike Path Feasibility Study by Weston & Sampson]. The study may be found at:

<http://www.wareham.ma.us/sites/warehamma/files/uploads/bikepathfeasibilitystudy2010.pdf>

The South Coast Bikeway website linked at: <http://www.srpedd.org/regional-bike-plan> proposed a 2012 construction cost estimate of \$7.4 million for 11.5 miles of bikeway through Wareham.

In what form should proposal be submitted, electronically and hard copy?

One hard copy with original signature, and one electronic file, for each document, with e-files on a thumb drive.

Is geotechnical engineering required?

Unknown at this time.

Is the detailed Scope of Work part of the 10 page submittal?

Yes

Please confirm if the basis of fee is lump sum?

Contracting shall be in accordance with MassDOT project requirements. If lump sum basis is acceptable, it will require a well-developed scope of services.

What type of surface is the multi-use path?

To be determined in design process.

How many copies of the Narrative do you want us to submit?

One hard copy with original signature, unbound and clipped, and one electronic file, for each document, with e-files on a thumb drive.

How many copies of the Fee Proposal do you want us to submit in the separately sealed envelope?

One hard copy with original signature, and one electronic file, for each document, with e-files on a thumb drive.

Do the W9 and Certification of Tax Compliance sheets count as part of the 10 page submittal?

No

What existing information is available for the project (such as plans, reports, cost estimates, etc.)?

The project is listed on the TIP as MassDOT Project 607825. PNF and PIF are approved.

A 2010 feasibility report was drafted on the full Wareham bike path [Bike Path Feasibility Study by Weston & Sampson]. The study may be found at:

<http://www.wareham.ma.us/sites/warehamma/files/uploads/bikepathfeasibilitystudy2010.pdf>

The South Coast Bikeway website with conceptual plan is linked at: <http://www.srpedd.org/regional-bike-plan>

Will the multi-use path need to be illuminated?

No, except for existing or required street lighting

Does the Town want to include distinct landscaping or points of interest that would require a landscape design?

Yes, if possible within scope of contract

Will the Town be providing responses to questions by COB, Wednesday, June 6th to allow time for bidders to incorporate the responses into the proposals?

Yes