

REQUEST FOR QUALIFICATIONS (RFQ)
Design Engineering Services for:
Lucky Lane Bridge Replacement
Bridge over Lake Geneva Tributary
Bridge ID P-64-0906

WisDOT Local Bridge Program
WisDOT Project I.D. 3846-00-05/75

AMENDED NOVEMBER 16, 2022

The Town of Linn, Walworth County, Wisconsin, is Requesting for Qualifications (RFQ) for design services from engineering consultants for the design of the bridge over the Lake Geneva Tributary on Lucky Lane. A three-party contract with the Wisconsin Department of Transportation, The Town of Linn, and the consultant will be negotiated with the selected consultant. This is a Quality Based Selection Process. Qualifications must be submitted by December 2, 2022 at 10:00 a.m.. Late submittals will not be accepted.

PROJECT SCOPE AND LOCATION

The Town of Linn successfully applied for and received WisDOT Local Bridge Program funding for the 2022-2027 program cycle for the replacement of the Lucky Lane bridge and approaches over the Lake Geneva Tributary. The Structure Number is P-64-0906.

The existing structure is an 18-foot wide, single-span concrete slab structure built in 1930. The bridge length is 23 feet. It has a load posting of 15 Tons.

The Proposed structure is a single-span deck slab concrete bridge. The bridge will have a span of 24 feet with a 24-foot clear roadway width, and standard approach pavement of up to 100 feet on each side. The structure will include railing. The original estimated construction cost was \$205,000. Due to increased construction costs, the consultant will assist the Town with proposing to amend the State/Municipal Agreement to reflect current costs.

Design includes the removal of the existing structure, new structure, and structure approaches, required signage, coordination with all agencies and required permits. The designer shall develop an alternate traffic plan during construction. No right of way is anticipated to be required.

The project design and construction will be funded through the WisDOT Local Bridge Program, with 80% Federal and 20% Local funds up to the maximum funding allocated.

The project will follow Wisconsin Department of Transportation Facilities Development Manual procedures.

PROJECT SCHEDULE

The expected start date of the design project is January 2023. The expected WisDOT PS&E submittal date is November 1, 2023, and a construction let date of March 12, 2024. With a project sunset date of June 30, 2029.

PREPARING AND SUBMITTING QUALIFICATIONS

The evaluation and selection of the consultant will be based on the information submitted, plus references. Applicants should respond clearly and completely. The Town is not liable for any cost incurred by consultants responding to this RFQ. Applicants must submit a PDF of the materials requested for acceptance on or before December 2, 2022 at 10:00 a.m.. Submit to Jim Hurley, Town Administrator at email address: admin@townoflinn.wi.gov.

PROPOSAL SELECTION AND AWARD

Submitted responses will be evaluated to determine if all requirements are met. Failure to meet all requirements may result in the response being rejected. Accepted responses will be reviewed by the evaluation committee and scored against the following criteria:

Familiarity with Wis DOT Procedures	25%
Professional Registration of firm and staff	20%
Current workload	15%
Proximity of Firms office to project	15%
Experience with similar projects	25%

The Town of Linn reserves the right to reject any and all responses. The Town will provide WisDOT a final ranking and selection recommendation. Once approved by WisDOT, the Town/DOT will negotiate costs with the highest ranked Consultant. If contract negotiations cannot be concluded successfully with the highest scoring consultant, the Town of Linn/DOT may negotiate with the next highest scoring consultant.

RFQ RESPONSE REQUIREMENTS

Submittals must contain the following:

1. Provide primary contact person including name, title, phone number and email address.
2. Describe the firm's experience and capabilities in providing similar services. Be specific and identify projects, for whom and dates.
3. Provide resumes describing education and work experience for each of the **KEY** staff who would be assigned to the project.

4. Provide a list of organizations including contact name, address and telephone number which can be used as references for similar work performed. These may be contacted and used as part of the evaluation process.
5. All work shall be performed in accordance with the DOT's Facilities Development Manual.