



WEST BRADFORD TOWNSHIP
"Between the Brandywines"



Marshallton Streetscapes & Traffic Calming Project
West Bradford Township

REQUEST FOR QUALIFICATIONS
Construction Inspection Services

West Bradford Township, Chester County has been awarded a Pennsylvania Community Transportation Initiative Grant to establish traffic calming and streetscapes improvements in the Village of Marshallton. The Village is located along West Strasburg Road (S.R. 0162). The approximate project limits run from the intersection of Lucky Hill Road past the intersection with Northbrook Road. The Village is a National Register Historic District.

The Board of Supervisors of the Township intends to retain the services of a qualified consultant or consulting team to provide professional services for construction oversight and inspection services for the project. Accordingly, the municipality is hereby soliciting requests for qualifications for professional services based on the following criteria:

SECTION I	Project Description
SECTION II	Task Breakout / Project Schedule
SECTION III	Consultant Qualifications and Requirements
SECTION IV	Consultant Selection
SECTION V	Submission of Proposal
APPENDIX	A – Project Location Map
APPENDIX	B – Preliminary Construction Drawings

SECTION I - PROJECT DESCRIPTION

The Marshallton Gateway Project supports the preservation and smart development of a 250 year old village. The project creates a walkable, mixed use community along a 3/4 mile corridor. The project will create a uniform sidewalk system; establish traffic calming, welcoming gateways at the village entrances; create pedestrian crosswalks; and add roadside improvements and on-street parking through the village.

The project is located in the Village of Marshallton, West Bradford Township, Chester County. Marshallton is a linear village located along West Strasburg Road (S.R. 0162) and Sugar's Bridge Road (S.R.3059). It is a National Register Historical District.

The project has been in formulation since 2006 when Village residents got together and began a visioning process for their community in the 21st Century. The arrival of public sewer, public water, and historical structure demolitions spurred a desire to look into the future. After a year of meetings, a general consensus was reached where traffic calming, the creation of a pedestrian and bicycle friendly atmosphere, and traditional neighborhood development would be encouraged.

Municipal zoning was consequently changed to Traditional Neighborhood Development: that fosters mixed uses of residential and commercial within the district reducing trip generation. A manual of village design guidelines was created. Village residents worked with Township staff, village and transportation planners to develop strategies implementing the consensus.

McMahon Associates, the Township's Transportation Engineer, has submitted the PS & E package to PennDOT for approval. It is estimated that the project will be let in the fall of 2010 for construction during 2011.

Specific project components involve providing sidewalks on both sides of the road, street drainage, traffic calming (bulb-outs, medians, etc.), additional crosswalks, on-street parking, and two (2) village gateways. The western gateway will be located 1150 feet west of the intersection of S.R. 0162 and

Northbrook Road. This gateway will consist of an eight foot wide mountable curb island (50 feet in length) that will include plantings and a village welcoming sign for eastbound traffic. Also, the gateway island will function as a traffic calming device. The eastern gateway will be located near the southeast corner of the intersection of S.R. 0162 and Lucky Hill Road between the edge of pavement and the right of way line. This gateway will consist of non-structural landscaping wall, plantings and a village welcoming sign for westbound traffic. See Attachment A, Project Site Plans.

Forty-seven (47) right-of-way (ROW) parcels were acquired for this project. The project will require permanent ROW acquisition ("strip takes") from four properties for the purpose of installing sidewalk and for replacement of drainage outfalls. The remainder of the properties will be affected with minor grading adjacent to the proposed sidewalk.

The Township is placing particular importance on construction oversight and liaison between the landowners and the selected construction contractor.

All appropriate certifications as determined by the FHWA, PennDOT, and/or any other governing agency are required. The construction inspection is the general work activity expected under this Agreement.

SECTION II – TASK BREAKOUT

This Section will provide a tasking description of the entire project. It will show what tasks have already been completed and those covered by this RFQ.

Task	Status	Notes
Project Planning & Design	Completed	McMahon Associates
Land Acquisition	Completed	West Bradford Township
Topographic Survey	Completed	E.B. Walsh, Inc.
Environmental / Cultural Clearances	Completed	Stell Environmental Enterprises
Final Design Review / Approval	Ongoing	PennDOT
Bid Specifications	Fall of 2010	McMahon Associates
Bidding	Winter of 2010	PennDOT
Bid Award	Winter 2010	West Bradford Township / PennDOT
Construction Start	Spring 2011	Selected Contractor(s)
Project Management	Project duration	McMahon Associates
Construction Inspection Services	Project duration	Selected Consultant
Anticipated Construction Completion	Fall 2011	

SECTION III - CONSULTANT QUALIFICATIONS AND REQUIREMENTS

These requirements shall apply to the consultant(s) selected to undertake the construction inspection services for the project. The selected consultant/consulting team shall meet the following requirements:

1. In order to submit qualifications for this Agreement, you must be registered as a PennDOT Business Partner. All Consultants, both prime consultants and sub-consultants, to be included in the qualifications must be registered as PennDOT Business Partners.
2. Have worked on at least two projects that have utilized FHWA funding and have demonstrable experience in working with PennDOT on project construction supervision.
3. The consulting firm must be qualified to perform engineering services in accordance with the laws of the Commonwealth of Pennsylvania. A firm not eligible to submit due to this requirement may submit qualifications as part of a joint venture with an individual, firm or corporation that is permitted under State law to engage in the construction inspection.
4. There is a 10% disadvantaged business enterprise (D.B.E.) component requirement for this project.
5. Previous work on streetscapes and/or traffic calming projects is a plus.
6. Previous work on projects involving impacts to a significant number of residential properties is a plus.

Firms submitting qualification documents that do not comply with the above requirements will not be considered for this project.

West Bradford Township reserves the right to reject all qualifications submitted, to cancel the solicitation request under this Notice, and/or to re-request qualifications for this work and service.

SECTION IV - CONSULTANT SELECTION

Consultants interested in providing work and services for this project are invited to submit their qualifications.

The letters/statements of interest received are to be reviewed by a qualification committee consisting of Township staff with the assistance of the engineering firms of E.B. Walsh Associates and McMahon Associates. The top three applicants shall be asked to provide more detailed proposals, including a brief written scope of work, and may be interviewed by the committee. These final proposals shall be ranked by the committee. The final selected consultant's proposal shall be provided to PennDOT for their concurrence, with supporting documentation.

Proposals will be evaluated according to how well they meet the following criteria in order of relative importance:

- Construction Inspection Oversight Experience on PennDOT/FHWA projects;
- Experience in working on Transportation Enhancements projects in Pennsylvania;
- Experience and Qualifications of Personnel Assigned to the Project and the Availability of Staff to Undertake Needed Services;
- Understanding the Municipality's Needs and Requirements, and the Approaches Necessary for Meeting Them;
- Work Schedule with Time Estimates that are Realistic and Responsive to the Requirements for the Project. This Includes Evaluation of the Proposed Hours Allocated to Project Tasks and Methods for Managing Work to Ensure Timely and Orderly Completion; and
- Availability of Offices within a 2 hour Drive of Downingtown, PA.

The final selected consultant shall be required to provide a "Technical and Price Proposal" for the purpose of negotiating a Consulting Agreement. This Technical and Price Proposal shall conform to the PennDOT Scope of Work for Municipal Projects, Task 3.4.1 Consultant Construction Inspection, last revision.

SECTION V - SUBMISSION OF PROPOSAL

General

- A. Any questions specific to this RFQ shall be directed to Vince Visoskas, West Bradford Township, Assistant Township Manager at 610-269-4174 or asstmgr@westbradford.org.
- B. It is desired that interested parties applications be submitted via e-mail to asstmgr@westbradford.org in pdf format. However, electronic copies in other formats or paper copies will be accepted for review with prior approval.

With prior approval, hard copies of the proposal may be delivered to:

West Bradford Township
Brandywine Trail RFQ
1385 Campus Drive
Downingtown PA 19335

- C. The receipt of a statement of interest and accompanying qualifications shall be no later than 2 weeks from advertisement date. **The deadline for receipt shall be on Friday, July 9, 2010 at 2:00 P.M.** Any proposal received after this time shall not be considered.
- D. The municipality reserves the right to cancel or postpone indefinitely any phase or aspect of this project at any time subject to the terms of the contract negotiated with the firm.
- E. Submission of a proposal constitutes express acceptance by the proposer of all provisions of this RFQ including all attachments.

Organization

Each proposal shall be sealed and include the following, organized into three parts:

- A. **Technical Proposal**
 - 1. Cover letter stating the firm's ability and willingness to perform the services described in this RFQ and signed by the person(s) authorized to enter into a contract.
 - 2. General qualifications of the firm.
 - 3. Qualifications specific to this type of project, including examples of similar projects completed by the firm.
 - a. Include a list with the addresses and phone numbers of current and past clients of similar projects, as they may be contacted as part of the selection process.
 - 4. Resumes/qualifications of key personnel who will be working on the project and a description of responsibilities/involvement with this project

- (i.e. who will coordinate the project, who will run the meetings, who will prepare specific products etc.).
5. Statement of project understanding and a brief description of the necessary meetings and task project schedule.
 6. Clearly identify any assumptions, qualifications, or exceptions to the scope made in coming up with the proposal.
 7. If the project is proposed as a joint venture between a prime consultant and a sub-consultant, insert sub-consultant proposals into the proposal package.
 - a. Sub-consultant proposals shall be in the same format as that of prime.
 - b. Indicate the location of project office(s) where work is to be done.
 - c. The history of the firm shall be included.
 - d. Indicate related construction management experience.
 - e. Include firm references.