

UTILITIES DEPARTMENT

Martha Tasker, Director of Utilities

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October 12, 2016

Re: City of Salina
Smoky Hill River Renewal Project
Request for Qualifications

The City of Salina is seeking Request for Qualifications (RFQ) from qualified consulting firms for planning and engineering services to complete design and construction related services for the Smoky Hill River Renewal Project.

It is anticipated that the Smoky Hill River Renewal Project will be completed as a Design-Bid-Build Project. The design for the construction project will be completed in two phases:

- Phase I – Preliminary Design of the in-channel improvements for all phases identified in the Master Plan⁽¹⁾. This phase will include 30% design drawings with sufficient detail to define the following:
 - Land acquisition requirements
 - Federal, state and local permit requirements
 - Opinion of probable costs (maximum 10% construction contingency)
 - Construction phasing plan
 - Annual operation and maintenance costs
- Phase II – Final Design of the specific in-channel improvements selected by the City at the completion of the Preliminary Design Phase.
- Construction Related Services for the in-channel improvements selected to be included in the first phase construction project.

⁽¹⁾Primary Phase, Kenwood Park – East Gateway, Downtown Riverwalk (South Half), South Reach Enhancements, Main Channel Bypass and North Reaches as defined in the Smoky Hill River Renewal Master Plan.

The final scope of work and fee will be developed through discussions and negotiations with the selected design consultant/sub-consultants.

The proposed schedule for the River Renewal Project is as follows:

Requests for Qualifications	October 2016
Interviews/Selection of Consultant	November 2016
City Commission Approves Engineering Agreement	January 2017
Preliminary Design Complete	October 2017
Land Acquisition Complete	January 2019
Final Design Complete	January 2019
Permits Completed	March 2019
Begin First Phase Construction	April 2019
Complete First Phase Construction	December 2021

Water Treatment Plant ♦ Wastewater Treatment Plant ♦ Water Distribution ♦ Wastewater Collection

Our Mission is to provide safe, reliable and high quality water and wastewater systems with superior service and value.

If your firm is interested in being considered for this project, please submit a RFQ addressing the following items:

- Experience and availability of a single point of contact for all services required
- Experience and performance of planning and engineering firms working together as a team on similar past projects of other clients
- Performance on past City projects and familiarity with project characteristics
- Qualifications (professional resumes) of person(s) proposed to work on the project
- Ability to meet the work schedule
- Availability of qualified staff
- Ability to stay within budget
- Overall project approach
- Samples of work representing product quality
- No conflicts of interest

The submittal shall be limited to fifty (50) single sided pages. Pages may be a combination of 8 ½" x 11 ½" and 11" x 17" (counts as two pages) pages.

A total of five (5) copies of the RFQ must be submitted by November 1, 2016. Send to the attention of:

Martha Tasker, Director of Utilities
City of Salina
300 West Ash (Shipping Address)
P.O. Box 736 (Mailing Address)
Salina, KS 67402-0736
martha.tasker@salina.org

The Smoky Hill River Renewal Master Plan was prepared by Design Studios West and Wright Water Engineers, Inc., and was accepted by the City Commission in August 2010. The Master Plan is utilized as a planning document for projects along the Old River Channel in the downtown area of the city. The Master Plan may be retrieved from: <http://www.salina-ks.gov/content/18394/18542/20410/default.aspx>

A Santa Fe Streetscape Project (Mulberry Street to Elm Street) is proposed during years 2017 through 2019. Coordination and integration of design and aesthetics features will be necessary through the project.

A selection committee will evaluate the submittals based on the above criteria and select firms for formal interviews. Those firms selected for interviews will be notified and an interview will be scheduled. Those firms not selected will be notified by letter. Negotiations will proceed with the selected firm leading to a final project scope, fee and contract. In the event of non-productive negotiations, the subsequently ranked firms will be asked to pursue negotiations.

The City reserves the right to reject any and all submittals and to waive irregularities and informalities in the submittal and evaluation process. This RFQ does not obligate the City to pay any costs incurred by respondents in the preparation and submission of their qualifications. Furthermore, the RFQ does not obligate the City to accept or contract for any expressed or implied services.

Thank you for your attention to this important project. If you should have questions, please do not hesitate to contact me by phone or e-mail.

Sincerely,

Martha A. Tasker
Director of Utilities