



Memorandum

Date: August 13, 2020
From: Arini Farrell, Associate Planner/Flood Manager
City of Troutdale

Subject: City of Troutdale Sandy Riverfront Park RFQ Addendum #1

This Addendum, including all attachments and referenced documents, amends the RFQ as prepared by the City of Troutdale on August 6, 2020.

CHANGES TO RFQ

- 1) **ADD:** "Statements will be reviewed and selected on **Thursday, September 10, 2020**. The selected consultant will be notified and announced no later than **5:00 p.m. on Friday, September 11, 2020**."
- 2) **REPLACE:** "Protests of this RFQ, if any, must be submitted not later than **5:00 p.m. on Thursday August 20,**" with "Protests of this RFQ, if any, must be submitted not later than **5:00 p.m. on September 18, 2020**"

QUESTIONS

- 1) The RFQ states that this contract includes professional services through 60% design. Is it the City's intent to release a separate competitive solicitation to award final design services (through 100%)? Alternatively, is there a possibility of amending this contract to include final design?
 - i) Answer: At this time, the City has not determined how we'll proceed from the 60% design. It will depend on how the Community and City Council receive the design. Also, the timing of next steps may be affected by the budget cycle and requirements of potential grant funding sources of maybe Metro and possible federal stimulus programs.
- 2) The introductory paragraph of the RFQ states that the City is seeking "a qualified registered structural engineer, licensed in the State of Oregon..." Will the City accept a registered professional engineer (PE) as sufficient qualification, or must proposers provide a registered structural engineer (SE) on the team?
 - i) Answer: The City will not select a team that does not provide a registered structural engineer (SE).
- 3) Will the successful proposer be responsible for providing hydraulics analysis, scour design, and/or completion of the No Rise Analysis (including mitigation measures to achieve No Rise)? If so, is it expected that these services will be included in the professional services fee included in the RFQ, or is it possible to increase the fee to include these services not currently listed in the RFQ?
 - i) Answer: No, these tasks will be handled by the civil engineer on the landscape/civil team.

4) Will the successful proposer be responsible for providing environmental permitting services? If so, is it expected that these services will be included in the professional services fee included in the RFQ, or is it possible to increase the fee to include these services not currently listed in the RFQ?

i) Answer: Not for this current project.

5) Question: Was there a structural engineer involved in the development of the 30% drawing set provided with the RFQ?

i) Answer: No

ATTACHED: Amended Sandy Riverfront Park RFQ



Published: August 6, 2020
Amended: August 13, 2020

Subject: Request for Statement of Interest and Qualifications for the Preliminary Sandy Riverfront Park Structural Engineering

It is the City of Troutdale's intent to seek professional engineering services of a qualified registered structural engineer, licensed in the State of Oregon, to design; prepare 30% and 60% plans and specifications, and assist with project administration for the City's Sandy Riverfront Park project. The City estimates the professional services fees for this contract to be \$150,000. The City will screen and select consultants as outlined in ORS 279C.110(5). The short-listed consultants will be required to provide pricing information in their proposals at the proposal stage of the selection process.

Project Background:

The Sandy Riverfront Park is located in downtown Troutdale between the Union Pacific Railroad tracks, East Historic Columbia River Highway, Beaver Creek and the Sandy River. This 2.25-acre park is adjacent to the Union Pacific Railroad line and bridge over the Sandy River. Facilities at the park include a historic train depot, which is now a railroad museum; a parking area; and a picnic spot and viewpoint along Beaver Creek and a trail that travels above the creek down to its confluence with the Sandy river.

The primary goal of the project is to a design trail extension for this trail to travel underneath the Union Pacific bridge to connect to existing trails at the north side of the I-84 bridge. To meet ADA standards, the trail beneath the RR bridge will be an elevated pedestrian walkway. In addition, per Union Pacific requirements, the trail will need an impervious protective cover where the trail is within 30' of the elevated track and bridge.

The City of Troutdale has a 30% civil and landscape design that will be used as the basis for this project which will be provided online. The City has contracted to continue the design work with the landscape/civil team in tandem with the structural team retained through this RFQ/RFP process. The civil/landscape team's work will include overall trail alignment, preliminary grading, stormwater and erosion control plans, preliminary work on the No Rise Analysis, lighting plan, conceptual planting, conceptual nature play, and irrigation including POC.

A topographical survey was completed in 2019 and will be provided to the selected structural team. No geotechnical work has been completed to date – this work should be included in the proposed team for this RFQ.

The City of Troutdale is now seeking a qualified Professional Structural Engineer, licensed in the State of Oregon, to create a design for the elevated walkway and protective cover that integrates with the City's approved 30% plans and the Union Pacific Railroad's guidelines for development. The selected Consultant team will review the existing 30% set and related reports, maps and documentation; meet and coordinate with the landscape/civil team and the City of Troutdale's project manager and pertinent City staff; consult and coordinate with the railroad regarding design requirements, study the site geotechnical conditions and their effect on design and constructability; identify and incorporate related regulatory requirements; and prepare 30% and 60% plans and 60% specifications, cost estimates.

According to the City of Troutdale's consultant database, your firm has expressed interest in providing work of this type and scale. If your firm is interested in providing the services cursorily described above, please respond in writing with the following:

- A short narrative affirming your firm's interest in this project.
- The name, phone number, and email address of a contact person at your firm designated for this SOQ.
- A summary of the project team that your firm would assemble for this project.
- A summary (3-5 pages) of the qualifications, including experience and credentials, of the team members identified for designing elevated walkways, structures within wetlands, Special Flood Hazard areas trails, trail coverings near railroads, working with the Union Pacific, and similar or related work.
- A brief summary (1-2 pages) of your firm's experience in performing work similar to that described above.
- A list of references, including phone numbers and email addresses, that the City may contact with recent (within the last ten years) knowledge of your firm's abilities and performance with respect to designing elevated pedestrian walkways.

SOQ's shall not exceed twelve pages in length, excluding covers.

This information will be used to create a "short-list" of not more than three firms that are, in the opinion of City staff, the best suited for this work. This short list of three firms will then be asked to respond to a detailed request for proposal. In selecting the short list of consultants, firms will be ranked according to the following:

- | | |
|--|-----|
| <ul style="list-style-type: none"> • Experience - Demonstrated experience and success in similar projects, in servicing the public sector and in providing engineering services to public or private clients for projects within the Portland Metro Area; experience of individuals on the team will be considered more heavily than that of the firm in general. | 50% |
| <ul style="list-style-type: none"> • Credentials – Education, licenses, specialized training, certifications, awards, publications and other accomplishments of team members that indicate the quality or credibility of team members' work and expertise in services related to this project. | 30% |
| <ul style="list-style-type: none"> • Other Factors – Reputation of firm, reviewer's past experience with firm, structure of firm or team, positive and/or negative reports from references, proximity/availability/responsiveness, quality/accuracy of SOQ and other factors that the reviewer considers relevant. | 20% |

If your firm is interested in this work, please submit a Statement of Interest and Qualifications, as directed above in digital (.pdf) format to:

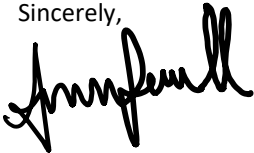
City of Troutdale – Community Development Department
Attn: Arini Farrell, Associate Planner/Floodplain Manager
2200 SW 18th Way
Troutdale, OR 97060
503-674-7261
arini.farrell@troutdaleoregon.gov

Questions about this RFQ will be accepted until 5:00 pm on **Thursday, August 20, 2020**. Statements will be accepted via email until **5:00 p.m. on Thursday, August 27, 2020**. Statements arriving after that appointed time will not be considered. An email confirmation will be sent once the SOQ is received.

Statements will be reviewed and selected on **Thursday, September 10, 2020**. The selected consultant will be notified and announced no later than **5:00 p.m. on Friday, September 11, 2020**. Protests of this RFQ, if any, must be submitted not later than **5:00 p.m. on September 18, 2020** to be considered. Protests of the short list selection, if any, must be submitted within seven calendar days following announcement of the selections. Any and all protests of this process will be resolved in accordance with the Troutdale Municipal Code Chapter 2.24.

Should you have any questions about this request, I can be contacted at arini.farrell@troutdaleoregon.gov or at 503.674.7261.

Sincerely,



Arini Farrell
Associate Planner/Floodplain Manager
Arini.farrell@troutdaleoregon.gov