

## REQUEST FOR PROPOSALS

### ENGINEERING SERVICES

The City of Sharon will receive proposals for Professional Engineering Services in accordance with 24 CFR Part 85 regulations for the City of Sharon's Neighborhood Revitalization Multimodal Transportation Project which is being funded by Pennsylvania Department of Transportation and the City of Sharon. Said proposals should be submitted to Janet Thomas, Community Development Department, Sharon Municipal Building, 155 West Connelly Boulevard, Sharon, PA 16146 no later than 12:00 Noon, Monday, April 24, 2017

The City of Sharon will be undertaking activities such as street reconstruction, paving, curbs, sidewalks, handicap ramps, installation of bike racks and other related projects. Funds for the Engineering Services will be provided by the City of Sharon.

The Engineering Service Contract will be financed with City of Sharon funds.

#### 1. Scope of Services:

The engineer **is required** to have experience designing PennDOT funded projects. The Scope of Work will be those tasks required to design and submit plans, special provisions, estimates, project documents, and project construction schedules to construct Sharon's Neighborhood Revitalization Multimodal Improvement Project. The design of the project is required to meet Penn Dot criteria. Pennsylvania Federal Department of Transportation Funding is to be in part utilized along with the City of Sharon's funds for the construction; therefore, the project will be administered as a reimbursement for construction and bid out through PennDOT's ECMS (Electronic Contract Management System). PS&E (Plans, Specifications and Estimates) Packages will be reviewed and approved by Penn Dot to assure that a "biddable" package has been developed and that all of the proposed work is eligible for federal transportation enhancements funding.

The engineer will be expected to perform the following tasks:

#### **Task A – Preliminary Engineering**

Prepare preliminary plans according to Penn DOT DM-3 format. Coordinate with City Officials and PennDOT during design. Begin preliminary environmental clearance, right of way (possible easements), permits, and utility coordination.

Required services include but not limited to: Preliminary Plan Engineering design, surveys, project management/administration/scheduling/meetings, field surveys, public involvement, utility coordination, preliminary ROW plans/easements, all permitting, field surveys, environmental studies, subsurface utilities, preliminary plan preparation (including but not limited to roadway design, traffic signals, traffic signings/markings, pavement design, utility, right-of-way drainage), NPDES permit preparation, Quality

Development Preparation, railroad and PUC coordination, plans, specification, and cost estimate preparations.

Task will require up to 2 public meetings to gather input on the preliminary design. Task will include identifying potential phasing of the overall project to match funding levels. It is possible that the overall project will need to be spread out over multiple years.

**Task B – Final Engineering**

Prepare final plans according to PennDOT DM-3 format. Coordinate with City Officials and PennDOT during design. Obtain final environmental clearances, right of way clearances (possible easements), and utility clearance.

Required services include but not limited to: Final Plan Engineering design, surveys, project management/administration/scheduling/meetings, field surveys, public involvement, final plan preparation (including roadways, maintenance protection of traffic, signing and pavement marking, utility, drainage, right of way/easements, utility coordination, NPDES permit preparation, railroad and PUD coordination, plans, specification, final plan check, cost estimate preparations, preparation, advertisement, amendments, and processing of bid packages, and review of bid package submittals and recommendation on award.

Hold a public meeting to present final design to public/City Official. Final plan set should include project phasing to match funding levels. It is possible that the overall project will need to be spread out over multiple years.

Detailed information and copies of the Request for Proposals may be obtained upon request to Janet Thomas, Department of Community Development, 155 West Connelly Boulevard, Sharon, PA 16146, or by calling (724) 983-3231 during normal business hours of 8:30 A.M. to 4:30 P.M. Monday through Friday.

Proposals are due no later than 12:00 Noon, Monday, April 24, 2017.

Proposals must be sealed and marked Proposals for Engineering Services and addressed to Janet Thomas, Director, Municipal Building, 155 West Connelly Boulevard, Sharon, PA 16146.

The City reserves the right to reject any and all proposals.

Robert Fiscus, City Manager  
City of Sharon