



Request for Proposals

Professional Design and Engineering Services for Central Midtown Safe Street Project

Inquiries: Dan Hourigan
Midtown Alliance
Director of Transportation
Dan@MidtownATL.com
999 Peachtree St., Ste 730
Atlanta, GA 30309

RFP Released: September 4, 2024

Proposals Due: October 4, 2024 at 2PM EST

Proposal Requirements: Proposals should include the following information:

1. **Team Overview** – This section should provide relevant information about the proponent/team. An organizational chart that defines team roles/responsibilities should be included as well as a brief bio of each team member and their relevant experience. (10 pgs max)
2. **Project Approach** – Describe your team’s proposed approach to this project. Please detail any proposed changes to the scope of work. (5 pgs max)
3. **Experience** – Provide a brief description of relevant projects that the proponent has worked on and highlight any noteworthy aspects. (5 pgs max)
4. **Proposed Fee and Schedule** – Break out the fee for each of the major tasks defined in the Scope of Services in Section II below and include a basic schedule for completing the scope of work. (3 pgs max)

Central Midtown Safe Street Project

RFP – Professional Design and Engineering Services

FACT SHEET

| | |
|-------------------------------------|--|
| Project Title: | Professional Design and Engineering Services for Central Midtown Safe Street Project |
| Questions Due: | September 11, 2024 at 2PM EST |
| Proposals Due: | October 4, 2024 at 2PM EST |
| Consultant Team Selection | October 11, 2024 (subject to change depending on need for interviews) |
| Copies of proposal required: | (1) Electronic PDF (read - only file) |
| Proposal submission: | Via email to: Dan@MidtownATL.com |
| Site location: | 10 th St/Peachtree Place between Williams Street and Myrtle Street |
| Funding source: | Midtown Alliance/Midtown Improvement District |

Central Midtown Safe Street Project

I. General Project Information

A. Project Introduction

Midtown Alliance, in partnership with the Atlanta Department of Transportation (ATLDOT), seeks to hire a qualified firm or team to develop construction plans and provide other ancillary services for the Central Midtown Safe Street project. This project is part of the Moving Atlanta Forward/TSPLOST program and supports the City's Vision Zero initiative.

B. Project Background

The Midtown Transportation Plan (2019) recommended the creation of a safe, east/west connection for people on bikes and scooters through the middle of the Midtown District, linking the Georgia Tech campus and Home Park neighborhood with the core of Midtown, MARTA heavy rail, to Piedmont Park and the Garden District, and to the Eastside BeltLine. The 10th Street Cycle Track that currently extends from Monroe Drive to Myrtle Street, provides a high-quality connection to and from the Eastside BeltLine but its utility is limited as it does not connect to the core of Midtown. The goal for this project is to extend a safe bicycle facility from the current termination at Myrtle Street further west to a separate project beginning at Williams Street that would connect users to the Georgia Tech campus, to the Warner Bros. Discovery campus, and other destinations west of the Connector.

Peachtree Place, located one block south of 10th Street, is a local two-lane street with a significant amount of development and activity. However, unlike other parallel streets, Peachtree Place does not continue across the Interstate or into the Midtown Garden District which limits the amount of vehicular traffic volume. Today, the corridor includes high and medium density residential buildings, high-rise office buildings, and some low-rise commercial buildings. Parts of the corridor include ground floor retail/restaurant uses. The Midtown MARTA Station fronts Peachtree Place and attracts pedestrians, Georgia Tech shuttle riders, Uber/Lyft users, and others. This MARTA station is also a connection point for multiple local bus routes – some of which use Peachtree Place to enter and/or depart the station. There are currently just two sites along the corridor that have the potential for near-term redevelopment and one of them has approved redevelopment plans. Much of the corridor has metered on-street parking.

Tenth Street east of Crescent Avenue is a 4-lane minor arterial with dedicated turn lanes at Peachtree Street and Juniper Street. Today, the corridor includes high and

medium density residential buildings, high-rise office buildings, a hotel, and some low-rise commercial buildings at the intersection of Piedmont Avenue. Parts of the corridor include ground floor retail/restaurant uses. Several sites along the 10th Street frontage are future development sites. Of note, the City of Atlanta is exploring the possibility of converting Fire Station #15 into high-density affordable housing. The current proposal is designed to include a new fire station at the ground level. Tenth Street does have MARTA bus stops that are important to retain.

There are several transportation projects currently under construction or coming within the next few years that connect to or intersect with 10th Street and Peachtree Place (see **Exhibit A**). This includes one-way protected bike lanes on Spring Street, West Peachtree Street, Juniper Street, and a two-way cycle track over the 10th Street Bridge and on Williams Street connecting to Peachtree Place. Additionally, a traffic signal has recently been installed at Peachtree Place and Spring Street and the City of Atlanta has recently converted Peachtree Place to two-way operation between Spring Street and the driveway for the Modera apartments.

The City of Atlanta has allocated \$2.0 million in Moving Atlanta Forward/TSPLOST funding toward construction of this project. Midtown Alliance is also pursuing Transportation Impact Fees as additional construction funding. Midtown Alliance has partnered with the City of Atlanta to act as the project implementation manager. All phases of the PE /Design phase are to be funded by Midtown Alliance. Midtown Alliance and its consultants and contractors will be required to follow Atlanta DOT design standards detailed [here](#). Additionally, the Consultant will be required to follow ATLDOT's forthcoming Plan Development Process.

C. Project Details

A concept plan was developed for the corridor following an assessment of existing conditions, a transportation analysis, and extensive community engagement. This work culminated in a corridor plan and a Concept Report (**Exhibit B**) that was approved by the Atlanta DOT. A survey and subsurface utility engineering (level B) was completed in 2023.

The concept extends the two-way cycle track from Myrtle Street to Piedmont Avenue where it transitions to directional bike lanes on either side of the street. At Juniper Street, the facility transitions back to a two-way cycle-track on the south side of 10th Street to Crescent Avenue. On Crescent Ave, the plan calls for a sidewalk-level shared path on the west side. At Peachtree Place, the facility transitions back to directional bike lanes on either side of the street to its terminus at Williams Street.

The bulk of the project is within the roadway itself. There are a few exceptions to

this where the bike lane extends onto the sidewalk. Traffic signal modifications are planned at several intersections to accommodate safe movement of bikes and scooters. Milling and overlay is also expected along the corridor.

The concept calls for a limited amount of right-of-way impacts (9), typically at constrained intersections, where permanent easements may be required.

II. Scope of Services

A. Project Management

The design team shall perform the following tasks:

1. Develop a Project Management Plan which defines and details roles/responsibilities, schedule, major project milestones deliverables, and the consultant's QA/QC approach
2. Coordinate regular Project meetings with Project Team
3. The Consultant shall develop and maintain a design documentation notebook. The notebook shall document all design decisions made through the duration of the contract.
4. The Consultant will be responsible for preparing and sharing all meeting minutes throughout the course of the contract. These should be submitted to Midtown Alliance within one week of the meeting.
5. The Consultant shall be responsible for maintenance of project files throughout the project. The project files shall include all correspondence, meeting minutes, community engagement comment logs, significant e-mails, plans, utility mark-ups, quality control (QC) sets, permit applications, geotechnical reports, hydrologic/hydraulic reports, etc.
6. At project milestones, reproducible and electronic drawings and all other documents, as appropriate, prepared per the project contract shall be submitted to ATLDOT, whose property they shall remain without limitations as to their future use. Applicable supplemental specifications, special provisions, and computations shall also be furnished by the Consultant as part of each milestone submittal. The Consultant shall submit to the City of Atlanta, in appropriate electronic media, one copy of all final sheet files and design files (.dgn), depicting proposed graphics and project database created as a result of the design process. Sheet, design, and database files shall be provided in MicroStation (.dgn) format. The Consultant shall provide appropriate level schedules, documentation, and assistance to the City of Atlanta to read, interpret, and effectively utilize the computer files. The Consultant may be required to provide project drawings and files at any time prior to project close-out at the request of the City of Atlanta. Final submission of drawings

will be labeled “As-Built.” The City of Atlanta shall only request drawings and files that are within the Consultant’s Scope of Work.

7. Submit monthly invoices to Midtown Alliance along with a progress report that describes the work completed, work to come in the next month, and any issues.

B. Stakeholder & Public Engagement

This project will be focused within the City of Atlanta public right-of-way, so stakeholder and public engagement activities will be critical to ensuring the success of the project. The design team shall perform the following tasks, which are expected to occur through the duration of design development:

1. Participate in one (1) public open house and/or engagement event open to the general public. Midtown Alliance will take the lead on outreach and promotion of such events with support from the consultant team. The public involvement meeting is expected to include a presentation of design plans and act as a forum to collect and document public input. The consulting team will be expected to provide roll-out plans and answer technical questions. The consultant team is also expected to summarize comments received at this meeting, including comments received during the associated comment period.
2. Support Midtown Alliance at up to eight (8) stakeholder/agency meetings, which may occur at various times during the project.

C. Construction Documents

The design team shall perform the following tasks:

The Consultant shall provide comprehensive professional services required for the project to complete and receive approval by ATLDOT through their plan development process.

The Consultant shall review the survey and SUE for accuracy and document any missing or incorrect data. The Consultant shall also review the conceptual plan for safety, directness, and constructability considerations. If major changes to the concept are needed, the concept should be updated and presented to ATLDOT for approval.

The Consultant shall provide services for Preliminary Plan design, which is to include all plans and studies necessary to complete ATLDOT’s Preliminary Field Plan Review (PFPR). For this submittal, the Preliminary Plans shall include (but not be limited to) the following:

1. All elements of the final plans except for final quantities and detailed cost

estimate. Summary of Quantity sheets shall have the anticipated items in them, but no quantities are required. The detailed estimate shall include the anticipated Pay Item numbers, but no quantities are required.

2. Erosion control, signing and marking, and signal plans should be completed to the point where anticipated ROW may be established.
3. One pdf of full size (scalable 24"x36") and one.pdf half size (scalable 11"x17") plan set, a CADD file (.dgn) with review data, and a copy of the Project Design Notebook.
4. Project cost estimate based on current construction plans with appropriate contingencies added. Submit one .pdf and one printed copy.

Once PFFR has been approved by Midtown Alliance and ATLDOT, the Consultant shall provide services for preparation of Right-of-way (ROW) Plans. Preliminary ROW plans shall be submitted to the City of Atlanta for review by ATLDOT's ROW Coordinator and others per the ATLDOT plan distribution list. Preliminary ROW plans submittal includes:

5. One.pdf of full size (scalable 24"x36") and one.pdf half size (scalable 11"x17") preliminary ROW plans
6. CADD file reflecting the printed .pdf version.
7. After all ROW related revisions have been made, if required, the Consultant shall submit one.pdf of full size (24"x36") scalable plans, one 11" x 17" scalable plans, one 8.5" x 11" scalable plans, and one set of .dgn files to the City of Atlanta, transmitted in a manner directed by ATLDOT (zip,shareware, etc.) for printing and distribution according to the ATLDOT plans distribution list. The Consultant shall send a copy of the signed cover sheet to ATLDOT for use in future revision submittals.
8. ROW revisions shall include a signed cover sheet with the appropriate revision dates, completed detailed revision summary sheet, and all modified sheets in the plan set. Each revised sheet shall be noted as such in the revision block on each sheet, and the revision detailed on the revision summary sheet. If these changes modify more than half of the plan sheets, a full set of new prints shall be provided to the City of Atlanta as outlined in Item 3.
9. After ROW plans are approved, the Consultant shall submit the revised project MicroStation files and a .pdf file of full size (scalable 24"x36") plans.

Once ROW Plans have been approved by Midtown Alliance and ATLDOT, the Consultant shall provide services for preparation of construction and contract

documents, which is to include all final plans and studies necessary to complete ATLDOT's Final Field Plan Review (FFPR) and receive approval to let the project for construction. All required engineering studies are considered part of the scope of services.

Final Plans shall incorporate all applicable comments from the PFPR and shall be a biddable set of plans. For PFPR submittal, the Final Plans shall include (but not be limited to) the following:

10. Summary of Quantities and a Detailed Cost Estimate completed with all elements anticipated as necessary for construction.
11. One pdf of full size (scalable 24"x36") and one.pdf half size (scalable 11"x17") plan set with stamps and signatures included, the final CADD file (.dgn) with review data, and a copy of the Project Design Notebook.
12. The final design and survey software data sets package.
13. All proposed project specific Special Provisions that apply to construction

Final ROW and construction plans must be stamped/sealed, signed, and dated by the Engineer of Record (a Professional Engineer registered in the State of Georgia). Plans for Tree Protection/Replacement, Planting, or other disciplines of work may be signed and sealed by a Landscape Architect or other licensed professional consistent with laws of the State of Georgia.

D. Utility Coordination

The Consultant is responsible for conducting utility coordination activities. Refer to the ATLDOT Utility Manual for details. These activities include the following:

1. Following the survey/SUE phase, the First Utility Submission requires the Consultant to submit plan files (Microstation dgn) to the utility owners identified in the project limits. The purpose is to identify any potential conflicts with the plans. This includes base sheets and a cover sheet showing project name, site location, and project limits. Once the plan markups are received, the Consultant shall include in the project preliminary utility plans.
2. Following the PFPR phase, the Consultant shall execute the Second Utility Submission by submitting the plans to the utilities within the project limits. The purpose of this request is for utility companies to verify the location of the existing facilities shown in the plans and to design any required facility relocations needed to clear conflicts with the project's proposed construction. The second utility submission request should include cover sheet, typical sections, construction plan sheets, profile sheets, cross sections, drainage profile sheets, utility plan sheets, and with signal, lighting, and wall/bridge

plans, if applicable. Any markups received should be incorporated into the project's final utility plans.

E. Bidding Award & Support

1. Prepare Bid Form for Midtown Alliance's use in procuring a Contractor. The Bid Form shall be based on GDOT standard specifications and shall consist of Item Number, Item Description, Units and Quantity for each item, unless otherwise directed.
2. Attend contractor pre-bid conference.
3. Respond to questions submitted by potential bidders in addenda format approved by the City of Atlanta.
4. Attend bid opening.
5. Prepare bid tabulation and review contractor qualifications and provide written recommendations to Midtown Alliance for award.

F. Construction Administration

After Midtown Alliance awards a Contract for Construction, the Design/Engineering consultant's services shall include the following Construction Administration work items:

1. Review and respond to contractors' submittals including shop drawings, product data, and similar.
2. Review and respond to contractor Requests for Information (RFIs) as needed.
3. Bi-weekly (on average) site visits to review and document construction work quality and conformance with construction documents.
4. Attend regularly-scheduled project Owner – Architect/Engineer – Contractor (OAC) meetings.
5. Perform erosion and sedimentation control site inspection(s), if required.
6. Change order support.
7. Pay application review.

8. Participation in punch list and final punch list walks.
9. Be available for technical assistance during the One-Year Warranty Period.
10. Develop and provide as-built drawings as required by City.

III. Selection Method

A. Communication

All general communication of relevant information regarding this solicitation will be made via the Midtown Alliance website under Solicitations, or at the URL below. All firms are responsible for checking the Midtown Alliance website on a regular basis for updates, clarifications and announcements. Midtown Alliance will communicate via electronic-mail with the primary contact listed in the respondent's proposal. Other specific communications will be made as indicated in the remainder of this RFQ.

<https://www.midtownatl.com/midtown-alliance/physical-improvements/new-solicitations-page-array>

B. Evaluation Method

Proposals will be evaluated based on the team's qualifications and experience, resources and capacity, the team's technical approach to the project, the proposed fee, and the proposed schedule. An evaluation committee will review each proposal using the criteria listed above. Midtown Alliance reserves the right to request an interview/presentation of short-listed proponents.