

**TUSCOLA COUNTY ROAD COMMISSION  
REQUEST FOR PROPOSAL  
PROFESSIONAL ENGINEERING AND CULVERT DESIGN SERVICES**

Consultant: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Sign & Print: \_\_\_\_\_

Date: \_\_\_\_\_

Phone & Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Intersection Reconstruction and Drainage Design:**

**Dutcher Road and Merry Road Intersection - Culvert Relocations, T13N R08E**

**Cost for Design Package:     \$ \_\_\_\_\_**

***Qualification statements/quote proposals shall be received no later than 9:15 AM Thursday September 15, 2022, to Brent Dankert P.E., Acting County Highway Engineer. Late proposals will not be considered. See notice to bidder. Proposals must be delivered in a plainly marked and seal envelope. No electronic bids will be accepted.***

### **Proposal Intent**

The Tuscola County Road Commission seeks to hire a qualified, professional engineering team to provide design services, any necessary environmental permitting, hydraulic analyses, and preparation of plans, specifications, and preliminary estimates of cost for the culvert relocations at the Dutcher Road and Merry Road intersection. The TCRC expects consultants proposing on this project to have the qualifications, experience, personnel, and overall understanding of the work.

### **Background**

Plans for widening, resurfacing, and realigning Dutcher Road, from Merry Road to M-24, have been developed. The new construction will result in an offset-T intersection and encroach on the existing Bill Rohlf's Drain north of the road. This will affect the alignment of the existing culverts at the intersection, which currently include an 8- by 10-foot concrete box, aligned east-west; a 15-inch CMP culvert running north-south; and a 42-inch CMP running diagonal across the intersection. It is anticipated that the 42-inch culvert will be relocated to avoid a diagonal alignment and that the box culvert will be replaced with an S-shaped alignment. The Road Commission wishes to salvage the existing box culvert. Design of the new culvert conveying the Bill Rohlf's Drain approximately 550 feet east of the intersection has been completed and is not included in this scope of work.

Survey data obtained for the Dutcher Road Grade, Base, and Drainage Project will be provided to the selected firm, which will include the existing and proposed alignment of Dutcher Road.

The selected firm is responsible for performing a minimum of 2 soil to a minimum depth of 50 feet for the box culvert extensions.

Reconstruction of Dutcher Road will be performed in two stages: Work from Station 17+00 east will be completed in the 2022 construction season. Work from Station 18+00 west to Merry Road will be completed in the 2023 construction season following this culvert relocation project. The intent is to have the box culvert and drain relocation work permitted via EGLE and out for bid by April 2024. All work at the intersection of Dutcher and Merry shall be completed prior to the completion of the Dutcher Road Grade, Base, and Drainage project. The permit application submitted by the selected firm will include all drainage work west of Station 17+00. Cost for the permit must be included in this proposal. The selected firm will provide the necessary information so that the Tuscola County Road Commission can submit the permit to EGLE. A preliminary site review was performed with EGLE on August 17, 2022. The selected firm will complete hydraulic analyses to verify the size of the existing culvert and any extension are adequate. The intent is that the existing box culvert will be able to remain in place and the proposed extensions will be connected to it.

### **Survey Data**

- Section Corners: All section corners must be located, and section lines established prior to the start of the survey.

- Topographical Data: All topographical information must be collected within the county right-of-way. Any information pertinent to design, outside of the right-of-way, shall also be surveyed (i.e., drainage outlet, building within ten feet of right-of-way, etc.).
- Utilities: A design MISS DIG design ticket must be requested by the designer through the MISS DIG ticketing system. Utilities (aerials and underground) are to be drafted on the plan sheets. All utilities must be clearly identified.
- Locate and prove out government corners and file L.C.R.C.'s.
- Locate property corners and place protective wood stakes.
- Set out section line nails and/or traverse points.
- Locate or establish benchmarks, four per mile.
- Set R.O.W. stakes at 200' intervals along both R.O.W. lines, prior to public hearing.
- Cross sections must be obtained at a minimum of 100' +/- intervals ROW to ROW. These must include any information important to design outside of the way.
- Extend topo 100' +/- through intersections.
- All stationing shall run from south to north and west to east.

#### **Plan Requirements**

- Plans shall include a title sheet with an overview of the project location. General project information shall also be included, as well as a sheet index of the included sheets.
- Plans shall include a note sheet with general project notes. A list of utility owners shall be included. A legend shall be included for all used line types. A key for soil erosion and sedimentation control measures shall also be included.
- Plans shall include the Tuscola County Road Commission typical cross section, and any additional typical cross sections as needed. Cross sections shall be labeled with station ranges where applicable.
- Plans shall be drawn at a scale of 1" = 40' horizontal and 1" = 5' vertical. Provide stationing annotations at every 100' interval, as well as tick marks at every 50' interval. A maximum of ¼ mile shall be shown on each sheet.
- Plan View shall include topographic features within the road right-of-way as needed for road development. See the following:
  1. Title block
  2. Drawing scale
  3. North arrow
  4. R.O.W. lines
  5. Section line(s) shown and labeled
  6. Benchmarks labeled and described
  7. Stationing line and labels
  8. Road names
  9. House numbers, labeled in bold for appearance
  10. Parcel numbers and owners labeled

11. Waterways labeled
  12. Tree lines
  13. Fence lines
  14. Edges of roadway
  15. Horizontal curves
  16. Proposed ditches, 25' left and right of section line
  17. Flow arrows of centerline of ditch, at 200' intervals minimum
  18. Flow arrows at cross culverts
  19. Flow arrows at outlets
  20. Driveway and cross culverts shall be shown with sizes and lengths labeled, existing and proposed
  21. Soil erosion and sedimentation control measures labeled
  22. Utility objects and lines shown and labeled
  23. Miscellaneous objects within R.O.W. (mailboxes, etc.)
- Station and offset shall be labeled for each feature within the right-of-way. Proposed work shall be in all caps and referenced in bold. Referenced off section line unless discussed with the Engineer and approved otherwise.
  - Profile View shall be split into a centerline view and existing ditch profiles set at 25' left and right of the centerline.
    - The proposed road centerline, through placement of aggregate, shall be plotted denoting any cut areas.

### **Proposal Submittal**

The Tuscola County Road Commission (TCRC) is soliciting qualification statements and quote proposals to perform design services for the culverts discussed above. The proposal shall contain, at a minimum, the following items:

- Qualifications for all team members Involved.
- An understanding of the requested design services.
- Design fee and breakdown
  - Cost to include all soil borings, hydraulic analysis, permitting, and any other services necessary for a complete design.
  - Include an hourly fee schedule with the proposal.
- The proposed intersection/drainage design must follow all local design standards and guidelines and include the following:
  - A final plan set with all necessary special provisions associated to the construction of the proposed design

The following items shall not be included in the proposal:

- Any cost or qualifications for ROW or land acquisition. If these services are required, a cost will be determined prior to beginning the work.

### **Scoring**

The scoring of the submitted proposal will be based on the following criteria:

30%	Understanding of Services
30%	Qualifications of Team
20%	Design Fee
15%	Past Performance
5%	Location

### **Award and Payment**

Award will be made in the best interest of the Road Commission. Payment will be made by monthly invoicing. Please limit your package to maximum of five (5) pages and submit your company's hourly fee schedule with the proposal. The completed first page of the RFP does not count toward the 5-page maximum. Any questions should be made to Brent Dankert at [highwayengineer@tuscolaroad.org](mailto:highwayengineer@tuscolaroad.org) or 989-751-3873.

### **Attachments:**

- Location map
- Dutcher Road Reconstruction Plans
- Survey data

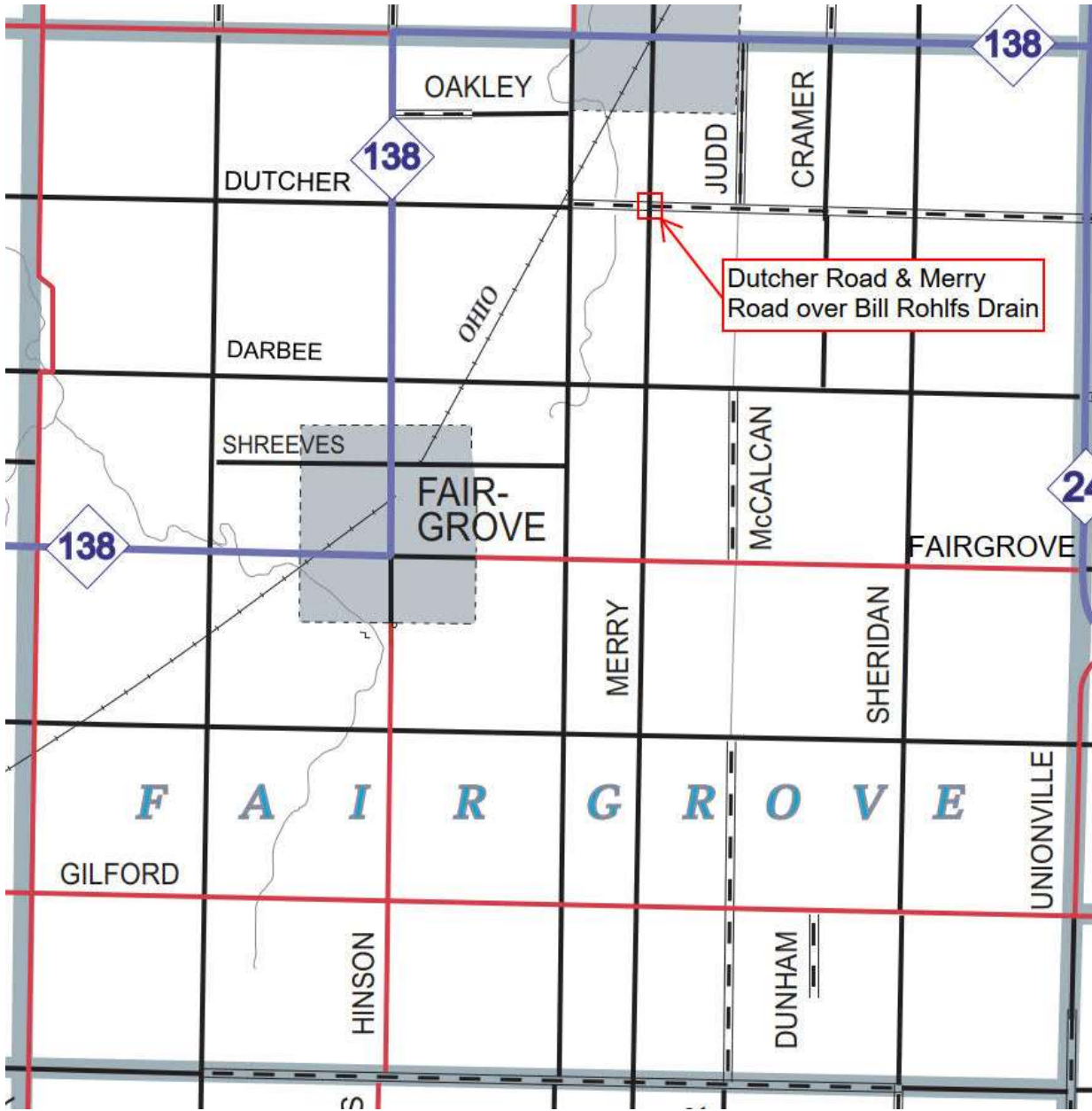
### **LIABILITY**

The consultant shall always exercise extreme care and shall assume all liability for any damages resulting from their operation. Furthermore, they shall hold the Tuscola County Road Commission harmless from any such claims or damages.

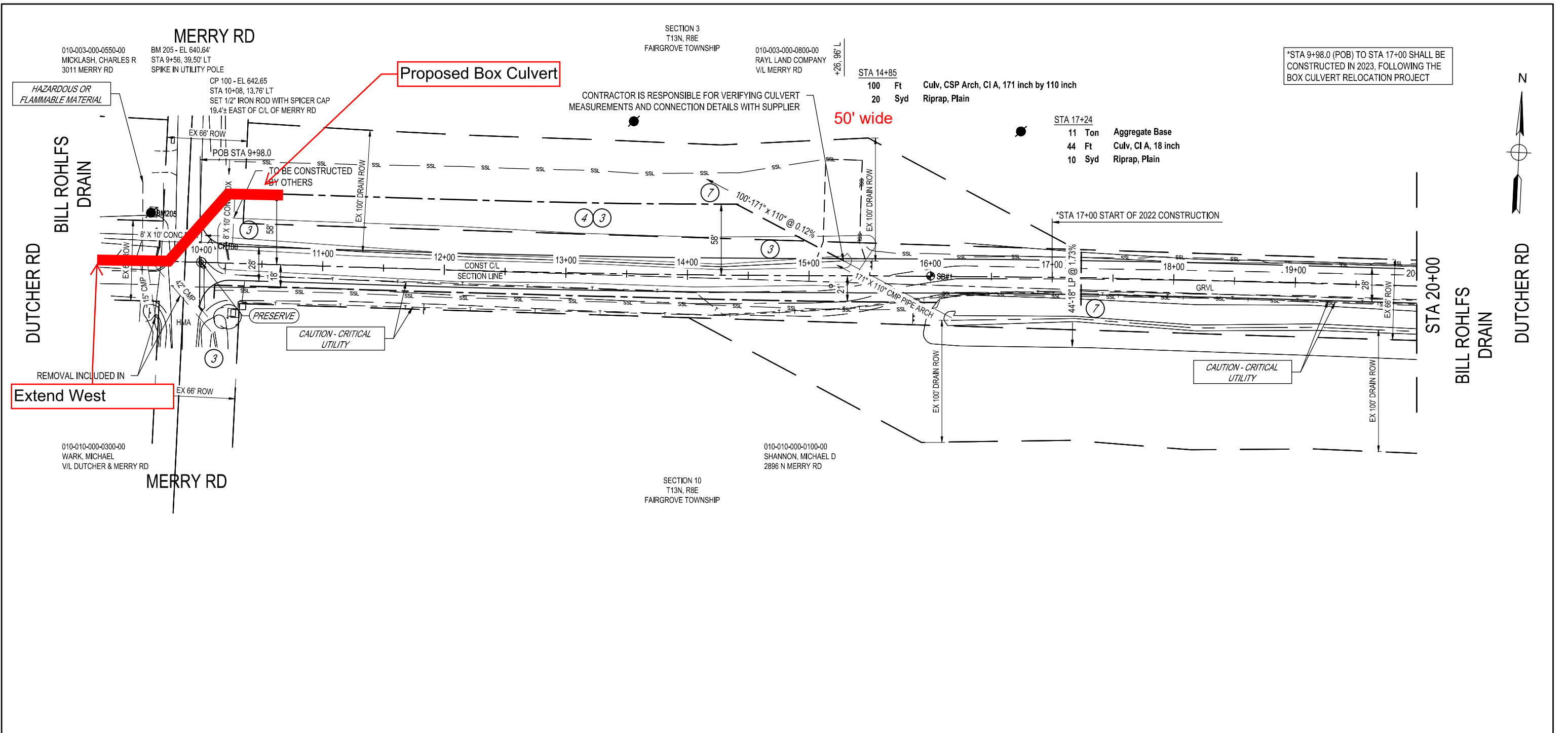
### **NON-COMPLIANCE WITH PROJECT SPECIFICATION PROVISIONS**

Any variation from the specifications of the project herein without written approval from the Tuscola County Road Commission and/or its authorized representative may result in, at the discretion of the Tuscola County Road Commission, the voiding and/or canceling of the acceptance of any contract, resulting from this project.

**The Tuscola County Board of Road Commissioners reserves the right to accept or reject any or all proposals and to re-advertise or to accept the proposal, that in their opinion, is in the best interest of Tuscola County.**



LOCATION MAP



\*STA 9+98.0 (POB) TO STA 17+00 SHALL BE CONSTRUCTED IN 2023, FOLLOWING THE BOX CULVERT RELOCATION PROJECT

CONTRACTOR IS RESPONSIBLE FOR VERIFYING CULVERT MEASUREMENTS AND CONNECTION DETAILS WITH SUPPLIER

STA 14+85  
100 Ft Culv, CSP Arch, CI A, 171 inch by 110 inch  
20 Syd Riprap, Plain

STA 17+24  
11 Ton Aggregate Base  
44 Ft Culv, CI A, 18 inch  
10 Syd Riprap, Plain

\*STA 17+00 START OF 2022 CONSTRUCTION

HAZARDOUS OR FLAMMABLE MATERIAL

Extend West

DRIVEWAY APPROACH QUANTITIES - THIS SHEET

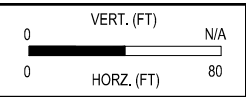
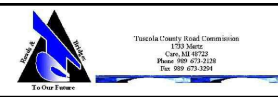
C/L STATION	Approach, CI II, Modified (Ton)	Subbase, CIP (Cyd)
15+25 L	125	103
<b>TOTAL</b>	<b>125</b>	<b>103</b>

CONSTRUCTION QUANTITIES - THIS SHEET

11 Sta	Machine Grading
854 Cyd	Subbase, CIP
1833 Ton	Aggregate Base
680 Ft	Underdrain, Subbase, 6 inch
30 Ft	Underdrain Outlet, 6 inch
2 Ea	Underdrain, Outlet Ending, 6 inch

FINAL PLAN REVISIONS

NO.	DATE	AUTH	DESCRIPTION



SGI PROJECT NO: 132104SG2022  
DATE: MARCH, 2022  
FILE: LP\_PLAN.DWG

CONSTRUCTION		DRAWING	SHEET
DUTCHER ROAD		CON1	13
STA 9+98.0 (POB) TO STA 20+00			

3/30/2022 2:05 PM ryan.sullivan