

## ARCHITECTURAL & ENGINEERING SERVICES REQUIRED

### **PROJECT: Centerville Turnpike Interim Improvements CIP 2-409 - PWCN-11-0212**

**DESCRIPTION OF SERVICES:** The City of Virginia Beach is soliciting statements of interest and qualifications from architectural/engineering firms for the Centerville Turnpike Interim Improvements Project. This project will include, but may not be limited to, the construction of two southbound lanes between Jake Sears Road to Broadwindsor Lane and intersection improvements at Indian River Road and Centerville Turnpike. The scope of services will include, but not be limited to, roadway alignment and design elements for up to six lanes, aesthetic design elements, environmental permitting, surveying, storm water management, public utility and other utility coordination, street lighting, public involvement, development of construction contract documents, and construction phase services.

**QUALIFICATION REQUIREMENTS:** The successful firm must have specialized experience in roadway and traffic signal design, aesthetics, and the ability to establish and maintain a process for a high degree of public participation and related coordination for input and resolution of project issues. The successful firm must also have demonstrated experience in design of a roadway that carefully considers the aesthetics and environmental features of the existing roadway corridor.

**SELECTION CRITERIA:** The selection criteria requires: (1) Professional qualifications of staff assigned; (2) Specialized experience in the type of work required; (3) Familiarity with project and conceptual approach proposed to address those requirements; (4) Quality of past performance on similar projects; (5) Experience and qualifications of any consultants; (6) Evidence of cost control effectiveness; (7) Current volume of work that could affect ability to complete the work on time; (8) Accessibility of the project team to the project site; (9) Capability to provide aesthetic design features in keeping with the City and community goals for a quality outcome; and (10) Demonstrated ability for a high degree of public participation and related coordination for input and resolution of project issues.

**PROPRIETARY INFORMATION:** Offerors are advised that Section 2.2-4342 of the Code of Virginia, i.e., the Virginia Public Procurement Act, shall govern public inspection of all records submitted by the Offeror. Specifically, if Offeror seeks to protect any proprietary data or materials, pursuant to Section 2.2-4342, Offeror shall (i) invoke the protections of this section prior to or upon submission of the data or other materials, (ii) identify the data or other materials to be protected, and (iii) state the reasons why protection is needed. Furthermore, the Offeror shall submit proprietary information under separate cover, and the City reserves the right to submit such information to the City attorney for concurrence of the Offeror's claim that it is in fact proprietary. References may be made within the body of the proposal to proprietary information; however, all information contained within the body of the proposal not labeled proprietary or otherwise not meeting all three of the requirements of Section 2.2-4342 shall be public information in accordance with State statutes.

**MBE PARTICIPATION:** It is the policy of the City of Virginia Beach to encourage the participation of minority, service disabled veteran, and woman-owned businesses in city procurement activities. In furtherance of this policy the City adopted sections 2-224.1 through 2-224.8 of the City Code on February 28, 1995 (commonly referred to as the "Minority Procurement Ordinance"). City Council amended sections 2-224.1 through 2-224.8 of the City Code on April 4, 2006.

Pursuant to Section 2-224.3, in order for a response to this RFP to be given further consideration, the offeror must provide a Woman, Service Disabled Veteran and Minority Participation Plan setting forth at a minimum: (a) The good faith minority, service disabled veteran and woman-owned business participation efforts which the bidder has undertaken in the past two years; (b) Whether the offeror intends to utilize any subcontractors; (c) What, if any, woman-owned, service disabled veteran owned and minority-owned subcontractors the offeror intends to utilize; (d) The work to be performed by each woman, service disabled veteran and minority -owned subcontractor; (e) The anticipated amount or percentage to be paid to each woman, service disabled veteran and minority-owned subcontractor; (f) The composition of the offeror's workforce, specifically indicating the percentage of woman, service disabled veteran and minority employees in their company; (g) The percentage of woman, service disabled veteran and minorities in management positions, supervisory positions, professional positions, and non-professional positions; (h) What steps the offeror has taken to solicit subcontracting bids from woman-owned, service disabled veteran-owned and minority-owned subcontractors; (i) Which woman-owned, service disabled veteran-owned and minority-owned businesses the offeror has solicited; (j) If the offeror has elected not to utilize a woman-owned, service disabled veteran-owned or minority-owned subcontractor, an

explanation of the decision; and (k) Any additional Good-faith Minority-owned, Service Disabled Veteran-owned and Woman-owned Business Participation Efforts the offeror intends to make in connection with the contract. If, in the statement submitted in response to subsections (a) through (k), Offeror indicates that it has not undertaken any good faith minority-owned, service disabled veteran-owned or minority-owned business participation efforts in the past and/or does not intend to undertake any such efforts in connection with the performance of this contract, Offeror must also submit a statement setting forth the reasons why it has not undertaken such efforts in the past and/or does not intend to undertake them in connection with the performance of this contract. Woman, Service Disabled Veteran and Minority Participation Plan forms are available on the City of Virginia Beach Purchasing Division's website, located at [http://beachnet.vbgov.com/file\\_source/dept/finance/Minority%20Business%20Council/Document/Pur%20clr%20Woman%20and%20Minority%20Participation%20Plan.doc](http://beachnet.vbgov.com/file_source/dept/finance/Minority%20Business%20Council/Document/Pur%20clr%20Woman%20and%20Minority%20Participation%20Plan.doc) and by contacting the City of Virginia Beach Purchasing Division at (757) 385-4438.

OFFEROR MUST ADDRESS ALL ELEMENTS OF THE WOMAN, SERVICE DISABLED VETERAN AND MINORITY PARTICIPATION PLAN IN ITS RESPONSE TO THE RFP. If detailed responses to elements (c), (d), and (e) are not practicable at this stage due to uncertainty as to the precise scope of the project, please indicate that the specifics are unknown at this time. The successful offeror shall update the Woman, Service Disabled Veteran and Minority Participation Plan with detailed responses to all elements prior to execution of the contract with the City. FAILURE TO SUBMIT A COMPLETE WOMAN, SERVICE DISABLED VETERAN AND MINORITY PARTICIPATION PLAN WITH THE PROPOSAL MAY RESULT IN THE PROPOSAL BEING DECLARED NON-RESPONSIVE.

Statements of Interest and qualifications should be limited to 25 pages. Interested parties should submit statements of interest and qualifications (Seven *copies*) to Mr. John E. Fowler, P.E., City of Virginia Beach, City Engineer's Office, 2405 Courthouse Drive, Building 2, Room 345, Virginia Beach, Virginia 23456 no later than 5:00 p.m., March 31, 2011. For additional information, contact Heather M. Ham, P.E. at (757) 385-4131.

Notice of intent to award any contract resulting from this RFP will be publicly posted for inspection at the City of Virginia Beach, City Engineer's Office, 2405 Courthouse Drive, Building 2, Room 345, Virginia Beach, Virginia.