"BID FORM"
Peak Road Design - Professional Engineering Services
Request for Proposals

Oldham County Fiscal Court
100 West Jefferson Street – Suite 4
LaGrange, KY 40031
Melissa Horn, County Treasurer 502-222-9357
mhorn@oldhamcountyky.gov

Consultant: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ email: _____

_____
Signature & Title **Date**

Surveying/Topo	$ _____
Preliminary Line and Grade	$ _____
Right of way, Easement and Utility Plans	$ _____
Final Plan and Bid Documents	$ _____
Meetings/Construction Consultation	$ _____

Overall Cost Estimate for Proposed Work: $ _____

Requirements for bidding (These requirements become part of the contract for successful bidder):

- To be considered for this request, the office of the County Judge Executive must receive a complete proposal package using this form by **Friday, January 31, 2020 by 12:00 pm**.
- Bids shall be submitted in a sealed envelope with the company name, street address, bid due date and project name: **"Peak Road Design - Professional Engineering Services"** clearly marked. Submittals shall be delivered to Melissa Horn, County Treasurer at the above address.
- All bid forms must be signed.
- Successful consultants must be in good standing with the Kentucky Secretary of State, the Kentucky Revenue Cabinet, and must not be debarred or excluded from federal work before award of the contract.

Oldham County Fiscal Court (here after called The Client) reserves the right to waive any irregularities and/or reject any or all proposals.

Peak Road Design & Engineering Services
Request for Proposals (RFP)

Project Description

Oldham County Fiscal Court and the City of LaGrange (the Client) are inviting qualified consulting firms or persons to submit Project Proposals to provide professional engineering services in Oldham County, Kentucky for the Peak Road project. The purpose of the project is to construct a roadway connection between existing LaGrange Parkway and the proposed Eden Parkway roundabout within the City of LaGrange as depicted in the Oldham Reserve Economic Development Campus Master Plan. The approximate length of the project is 2,400 feet. The roadway typical section will be an urban type curb and gutter section with storm water collection systems and sidewalks on both sides of the road. The Eden Parkway/Peak Rd roundabout design is nearly complete and not part of the scope of this project

Scope of Work Includes:

Surveying/topo including staking centerline of final alignment
Preliminary Line & Grade including Geotech
Right of Way, Easement and Utility Plans and Record Plat
Meetings/Bidding/Construction Consultation

Final Design/Bid Documents – Final Plans and cross sections
The Consultant shall be responsible for the development of all final details necessary for the complete design of Grade, Drain, and Surfacing Plans suitable for the letting to contract of the project. Plan scales for this project are as follows:

1) Plan and Profile	1" = 20'
2) Cross Sections	1" = 5'
3) Cross Section Spacing	50 feet
4) Pipe Sections	1"=5'
5) Right of Way Record Plats	1" =50'
7) Coordinate Control Sheets	1" =50'
8) Erosion Control Sheets	1" = 50'

Detail sheets shall be provided as required or as otherwise specified by the Oldham County Engineer. Details sheets to include, but are not limited to, spot elevation details.

A Final Plans-In-Hand Inspection will be held when the right of way, plan construction notes and drainage items are shown on the plans and drainage calculations have been submitted and reviewed by the Oldham County Engineer. An updated cost estimate based on all established bid items will be required. Finalization of plans shall not occur until the approvals of the Final Inspection Report and Drainage Calculations are given by the Client. A separate set of Right of Way Record Plats, suitable for recording in the Oldham County Clerk's Office, shall be prepared. These plats will include all right of way and permanent easement dedications necessary for the proposed roadway construction and utilities. Two sets of mylar drawings of the Record Plats shall be provided.

It shall be the Consultant's responsibility to see that all comments addressed in all plan inspection reports have been resolved before submission of Final Plans. Any item that may affect right of way should be resolved prior to the submission of Final Right of Way Record Plats.

Geotechnical Engineering
The Consultant shall contract with a Geotechnical Engineering firm to provide subsurface exploration and geotechnical engineering recommendations for construction of the project. Consultant shall secure any required permitting.

Meetings
Please be prepared to attend three meetings after the Notice to Proceed; 60% complete (PL&G), 90% (Final Plan Inspection), and 100% complete.

Bidding and Construction Phase
The Consultant shall prepare the Bid Documents, and may be asked to answer questions during the bid process and evaluation of the bids. The Consultant will also be available to answer questions relating to the plans during the construction of the project.

Submittal Requirements
Please include the following information in your proposal:

- Narrative describing your firm.
- Proposed project schedule, organized by task and including all deliverables.
- Personnel that will be assigned to each task of the project (i.e. Project team), including a brief description of their experience specifically as it relates to the similar projects.
- Any proposed modifications to the Scope of Work included in this RFP, including any additions or deletions. If modifications are proposed, please provide a brief narrative describing the reasons or rationale for the changes and the associated budget amounts.
- Any additional information that will allow the Client to accurately evaluate your firm's capabilities to successfully complete the project.

Respondents shall submit four (4) hard copies of their proposal along with a completed copy of the "Bid Form" supplied on page one (1) of this RFP. Sealed proposals will be received by Oldham County Treasurer, Melissa Horn, until 12:00 p.m. (noon) on Friday, January 31, 2020 at the address below:

Melissa Horn, Oldham County Treasurer
Attn: **Peak Rd Design - Professional Engineering Services**
100 West Jefferson Street, Suite 4
LaGrange, KY 40031

Consultant Questions and Inquiries
Questions and inquiries on the specifications of this RFP shall be directed to:

Jim Urban, Director
Oldham County Planning & Development Services
(502)222-1476 jurban@oldhamcountyky.gov

Schedule
Submitted proposals will be opened in Fiscal Court on Tuesday, February 4, 2020 during the regularly scheduled Fiscal Court meeting beginning at 2:00 p.m. Fiscal Court will review the submitted RFPs and it is anticipated that final action on the selection of a consultant will be taken no later than the next regularly scheduled Fiscal Court meeting on Tuesday, February 4, 2020 beginning at 2:00 p.m.

Cost of Preparation of Proposal
The Client will not pay any costs incurred by the proposing consultants in the RFP process for this project. All costs associated with preparing and presenting proposals shall be borne by the proposing consultants.

Request for Proposals Is Not a Commitment
This RFP is not a contract or a commitment of any kind and does not commit the Client to award a contract. All proposals will become the property of the Client.