



Request for Proposals Design Engineering for Dredging Lake Leota

Introduction

Lake Leota covers 26.6 acres within Leonard Leota Park in Evansville. Allen Creek, the primary water source for the lake, draws from a 21 square mile watershed of primarily agricultural lands. Gradual sedimentation from Allen Creek has resulted in Lake Leota being reduced to an average depth of 18 inches. The lake was drained in fall 2005; as a result, the lake bed has now dried adequately to pursue a full silt-removal project.

The City of Evansville is requesting proposals for design engineering for dredging Lake Leota. The general expectation of the completed project is a viable lake with a lifetime of approximately 50 years. This is assumed to be a lake with depths of 15 feet in the lower half and 7.5 feet in the upper half. The applicant may submit a reasonable alternative that still achieves the general goal of a viable lake; proposals may be for either a project completed in a single construction season or for a project with several distinct phases completed over 5 to 10 years.

Scope of Work

Prepare plans and specifications for all aspects of the project, and present plans and specs to Public Works Committee for approval. Plans and specs will include the following:

1. Engineered plans for sediment removal.
2. Calculation of the amount of sediment to be removed.
3. Method of sediment removal.
4. Determination of suitable areas for deposit of sediment.
5. Determination of any and all permitting and/or fees required by the county, DNR, or other state agency – includes dredging, hauling, and deposit of soils.
6. Estimate of project cost, by phases if a phased project.
7. Determination of appropriate vegetation for shoreline restoration.
8. Estimate of number of workdays for completion of the project, by phases if a phased project.
9. Determination of project schedule, including best time(s) of year to start and finish construction, by phases if a phased project.
10. Determination of any specific qualifications to require of contractors.
11. Scope of work does not include actual bidding. If the City, in its discretion, finds the project to be feasible and affordable, it may contract with the applicant for bidding and construction observation.

Project Time Line

The City expects scope of work to be completed by January 31, 2008.

Contact Information

Please direct any and all questions specific to this RFP to:

Dan Wietecha, City Administrator

(608) 882-2263 or dan.wietecha@ci.evansville.wi.gov

Submission of Proposals

To receive full consideration, all proposals must be received by the city in hard copy format no later than **2:00 pm on Friday, October 12**. Proposals received after the deadline or submitted via electronic means will not be considered. Proposals need to be sent to the following:

Dan Wietecha, City Administrator

City of Evansville

31 S. Madison St.

PO Box 76

Evansville, WI 53536

Proposal Contents

The proposal should not contain non-applicable promotional materials and should include only the information requested in this RFP. Proposals must include the following:

1. Applicant's company background and relevant experience.
2. Applicant should present their understanding of the requirements of the project and present a task-by-task description of the work to be accomplished. Do not simply restate the scope of services.
3. Schedule/timeline (start, stop, and milestone dates) for scope of work.
4. List key personnel, roles during work, and approximate time percentages for work. Provide resumes for all personnel doing more than 20% of the work.
5. List hours and fees necessary to complete scope of work, including estimate of total cost.
6. List 3 to 5 references for projects of similar scope and magnitude constructed within the last 5 years.

Proposal Evaluation

The selection will be based on the following criteria:

1. Sufficient personnel, equipment, and facilities for applicant's completion of scope of work.
2. Applicant's qualifications and experience for projects of similar scope & magnitude.
3. Demonstrated understanding of the scope of work, future construction project, and concerns of City staff.
4. Favorable reference checks.
5. Expense of proposal.
6. Time frame for completion of scope of work.
7. Clarity, conciseness, and organization of proposal.
8. Applicant's office location and accessibility to the City.

The City will review proposals and may decide to meet with applicant(s) to discuss aspects of their proposals. The City reserves the right to reject any and all proposals, to waive technical deficiencies in the proposals and to select the proposal deemed most advantageous. The City will not reimburse applicants for expenses incurred in preparation or submission of proposals.