



"History's Hometown"

CITY OF AUBURN

Office of Planning and Economic Development
Jennifer L. Haines, Director

October 4, 2016

Various Engineering Firms

*Re: City of Auburn Water Distribution System:
Rehabilitation/Replacement of 6" Water Main on North Street (NYS Route 34)*

Dear Sir/Madam:

The City of Auburn is in the process of selecting qualified Architectural/Engineering consultants to provide preliminary/final design, survey, bidding, award and construction support services for the above referenced project. Construction inspection may be an additional service under a supplemental agreement. An overview of the project is as follows.

The North Street Water Main, constructed c. 1914, is an old 6" diameter cast iron line that repeatedly requires repairs and does not provide adequate service for the high water users in the northwest section of the City. The project area consists of the North Street Water Main from Carpenter Street to York Street (approximately 1,900 LF) and the water main on York Street from North Street to Willey Street (approximately 300 LF). Since both of these water mains are still the original 6" cast iron they require replacement and upgrades to comply with the 10 State Standards. Alternative #2 in the attached Engineering Report outlines the work scope, however there is an additional interest in pursuing Alternative #3 so that the entire North Street Water Main is replaced and can service the future needs and use by the Cayuga County Water and Sewer Authority (CCWSA).

Your firm has been carefully selected by the City to provide qualifications for this project. Please submit the following information:

- A letter of qualifications addressing the selection criteria stated below (limited to 2 - 8-1/2" x 11" double sided pages),
- Project proposal identifying the following major scope items and associated fees (limited to 6 - 8-1/2" x 11" double sided pages):
 - Survey of established project boundary area;
 - Full Design Package required to complete the project as per Alternative No.2 -Selected Alternative (See Attachment #1);
 - Bidding services;
 - EFC Drinking Water grant compliance to include Title VI, MWBE, Davis Bacon, Buy American and all associated provisions under this funding program (See Attachment #2);
 - All necessary remaining permitting and environmental review (SERP Partially Completed- See Attachment #3);
 - Apply and Receive NYS DOT highway permit;

- Construction Inspection and Administrative services will be awarded during construction contract award.
- Additional Design Services as per -7.3 Alternative No.3 (See Attachment #1);
- Additional Survey of North Street from York Street north to City Line Alternative No. 3.
- An organizational chart of the proposed team including sub consultants,
- Resumes of key staff (maximum of 3 resumes).

The City will evaluate consultant proposals based on the following selection criteria:

Criteria	Maximum Points
1. Firm & staff experience with similar projects in urban environments	40
2. Project Proposal and Scope	25
3. Submittal of Workforce Utilization Plan and MWBE Goals	15
4. Understanding of work to be done/project plan	10
5. Grant compliance experience (NYS EFC & NYS DOH)	10

The following Attachments are provided for your review and reference:

Attachments

1. Attachment #1- Project Engineering Report submitted by City of Auburn to NYS DOH- April 2016
2. Attachment #2- NYS DW Grant and SRF Non-Construction Compliance Package- October 2015
3. Attachment #3- City of Auburn Grant Award Information, Environmental Review and Project Info

Please submit one electronic copy plus five (5) hard copies of the requested information to the City of Auburn no later than 4 PM on Friday, October 28, 2016 to:

Christina J. Selvek, Dir. of CIP & Grants
 Office of Planning & Economic Development
 24 South Street, Suite 208
 Auburn, NY 13021

The City of Auburn will evaluate timely received proposals and may interview the top rated consultants. If you have any questions, please contact Christina J. Selvek at 315-253-5397 or Seth Jensen, Dir. of Municipal Utilities at 315-255-4180.

Sincerely,



Christina J. Selvek,
 Director of Capital Projects & Grants

- cc: Jeff Dygert, Interim City Manager
 Seth Jensen, PE, Director of Municipal Utilities
 William H. Lupien, Jr., PE, Superintendent of Engineering Services
 Mark Odrzywolski, Asst. Civil Engineer, City Engineering Services
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