

CITY OF LOWELL REQUEST FOR PARKING GARAGE CONDITION ANALYSIS AND REPAIR DESIGN SERVICES

PROJECT BACKGROUND

The City of Lowell Parking Department (DEPARTMENT) manages, operates, and maintains six parking garages citywide. This particular Request for Proposals is focused around two of their facilities:

- Lower Locks Parking Garage
- Leo Roy Parking Garage

The **Lower Locks Parking Facility** located at 90 Warren Street has a capacity of 963 vehicles. There are two independent structural systems that constitute the garage. The main garage is a five-floor parking facility whose structural framing consists of precast inverted T-beams and columns supporting precast double tees. The façade consists of CMU walls with brick veneer and precast spandrel beams. Abutting the main garage is a three story structure consisting of cast in place reinforced concrete beams and columns supporting a one-way structural slab. The façade consists of CMU walls with brick veneer and precast spandrel beams.

The five-floor **Leo Roy Parking Facility** is located at 100 Market Street in downtown Lowell. It has a capacity of 1,012 vehicles. The garage consists of cast in place reinforced rectangular concrete beams and round columns supporting a one-way structural slab. The exterior consists of cast in place concrete walls with brick veneer and granite sills.

In order ensure that these facilities are safe, structurally sound and that all systems are functioning properly, the DEPARTMENT is seeking a proposal for an existing conditions assessment and recommendations for repair for each garage.

PROPOSAL SUBMISSION REQUIREMENTS

Each envelope must be clearly marked “**CITY OF LOWELL REQUEST FOR PARKING GARAGE CONDITION ANALYSIS AND REPAIR DESIGN SERVICES**” with the proposing firm’s name and address. The non-price (or technical) proposal must be submitted in a separate, sealed envelope additionally labeled “**Technical Proposal.**” All technical proposals shall include as a minimum the following information.

1. Name of firm
2. Address of firm
3. Name of contact person.
4. Names and addresses of all partners, officers, and directors and any other person with an ownership interest greater than 5%.
5. Names and resumes of personnel who may be assigned to work on the project including any registrations and requirement certifications, *with estimated man-hours assigned to the project.*
6. A list of recent projects including names, location, cost for services, date, names of owner, name and phone number of owner’s representative for which services were provided within New England during the last 3 years. Identify projects as completed or underway. Indicate which members being proposed for the project team were involved in the reference projects and what their role in the reference project was.

7. A description of the general skills of the firm, and any specific skills to be brought to this proposal. Any laboratory or field certifications/licenses shall be provided.
8. If a joint venture proposal, provide the information for all parties to the joint venture.
9. The Consultant shall furnish a financial statement of other evidence of financial stability.
10. Other information which will document the firm's capabilities and qualification for the project.
11. Appropriately completed certifications from Appendices A, B, and C.
12. A description of the anticipated project approach including technical and management factors that will lead to superior performance of work. Respondents are encouraged to use this section of the submittal to address potential improvements to the scope of services.
13. Fee proposal (sealed separately).

The price proposal must be submitted in a separate, sealed envelope additionally labeled **“Price Proposal.”** Price proposals shall be compared using the total price submitted for the services listed.

INSURANCE

The awarded Consultant shall furnish insurance certificates to the DEPARTMENT in the minimum listed amounts. Such certificates shall be kept current throughout the length of this contract, The Consultant and/or subcontractors shall not commence work under this contract until all insurance requirements have been submitted and approved by the DEPARTMENT. The insurance shall provide adequate protection for the Consultant and his subcontractors against any claims, which may arise from work under this contract, whether such work is by the insured or by anyone employed by the Consultant. The DEPARTMENT is to be named as an additional insured.

INSURANCE REQUIREMENTS

- Profession Service Liability/Errors & Omissions \$ 1,000,000
- Comprehensive General Liability \$ 1,000,000/ \$ 3,000,000
- Auto Liability: Property Damage \$ 500,000/ \$ 500,000
- Personal Injury \$ 1,000,000 / \$ 3,000,000
- Workmen's Compensation as required by the Commonwealth of Massachusetts

PERSONNEL

Describe the experience, expertise, and technical qualification of personnel who will be assigned for direct work on this project. Include current resumes of key personnel. Describe their design, layout and presentation capabilities, as appropriate. State the estimated time each will spend on this project, as well as their proposed duties and the areas or phrases for which each will be responsible.

The qualifications of the firms Project Manager are especially important. The firm shall present details of their project management experience, current responsibilities, and technical qualification to initiate and manage the project. Describe the proposed Project Manager's project responsibilities.

SCHEDULE OF DELIVERABLES

Bidders shall submit a project schedule including anticipated start date, planned tasks, and task durations; it is expected that the Consultant shall keep up with the schedule and promptly notify the DEPARTMENT of any delays or problems, which may affect the project schedule.

All plans, specification, documents and other products created in performing the work as described below shall be delivered to the DEPARTMENT in the appropriate form and shall remain the property of the DEPARTMENT.

SCOPE OF WORK

In order ensure that these facilities are safe, structurally sound and that all systems are functioning properly, the DEPARTMENT is seeking a proposal for a Condition Appraisal Report for each garage. The intent of each report is to perform an existing conditions review of each structure and render an opinion of its overall structural condition, including recommendations for repairs in the immediate (within 12 months), short (1-5 years) and long term (greater than 5 years). Specifically, the scope of services under this proposal shall include:

- Performing field inspections/surveys to establish parking garage geometry, document existing conditions, etc.
- Performing materials and nondestructive testing to supplement the results of the field inspections/surveys. The testing program shall be in accordance with ACI 364.1R, “Guide for Evaluation of Concrete Structures Prior to Rehabilitation”. The DEPARTMENT is seeking unit costs for the following tests as part of this proposal:
 - Material Testing:
 - ASTM C42 - Compressive Strength Testing (Concrete Cores)
 - ASTM C1218 - Chloride Ion Content
 - ASTM C856 - Petrographic Examination
 - Non-Destructive Testing:
 - ASTM D4580 - Delamination Survey (Chain Drag)
- Preparing schematic plans (to scale) noting relevant framing geometry, structural elements, and quantifying structural deficiencies observed at each level of each structure.
- Preparing a Condition Appraisal Report for each structure (with photographs) documenting the conditions observed. Each report shall render an opinion of the overall condition of each structure and include programmatic costs for repairing the various structural elements determined in the immediate, short, and long term. The DEPARTMENT is also interested in evaluating the electrical system and lighting levels for each structure. Each report shall also include typical repair details, construction materials, etc. that could be used for contractor pricing to conduct such repairs.
- Preparing an Operation & Maintenance Plan for each structure that can be implemented by the Owner.
- Perform Construction Supervision services. The DEPARTMENT is seeking day rates to provide an inspector in the field during construction.