



**SOLICITATION FOR REQUEST  
FOR PROPOSALS (RFP'S)  
FAIR & OPEN PROCESS**

**Date:** 9/29/2015 **Department** Engineering

1. Service (detailed description): 2015 City Wide Infrastructure Inspections
2. Estimated amount for this project: \$ 50,000.00
3. AMOUNT BUDGETED FOR THIS RFP: \$ 50,000.00
4. BUDGETED ITEM: YES  NO   
*(If no, is it an ordinance authorized material, service or supply?)*  
YES  NO  ORDINANCE NO.: \_\_\_\_\_

(B) Please identify the page number and line item appropriation sub-account:


Budget Page No. \_\_\_\_\_ Account No. 021-0-00-00-0000-2-5518201

5. Check here if:  
Federal Funds  State Funds   
UEZ Funds  Davis Bacon Requirements   
*(If any of the above are checked, the project must be monitored by the department for compliance with prevailing wage rate policy and procedures.)*

6. Date you want to receive proposals by: November 6, 2015
7. Special conditions or instructions: \_\_\_\_\_

Attachments:

- Technical Requirements
- List of vendors

Send copies to:  
Purchasing Division  
Business Administration 

## II. PROJECT DESCRIPTION

The Consultant will inspect various pipes and box culverts all of various lengths, materials and sizes. Methods of inspection shall be selected by the consultant, understanding that video inspection is the preferred method by the COV.

There are three general locations in which inspection will take place.

1. In the vicinity of Ascher Road and Independence Road following the stormwater system east for approximately 1000-2000 linear feet (assumed reinforced concrete pipe).
2. In the vicinity of Spring Road and Roosevelt Boulevard following the stormwater system east along Dante Avenue, south to outfall for approximately 5000-6000 linear feet (assumed corrugated aluminum and reinforced concrete pipe).
3. In the vicinity of Landis Avenue, Evelyn Avenue and Glenn Terrace and following the concrete box culvert plus associated piping to the south for approximately 3000 linear feet (assuming corrugated aluminum, terra cotta pipe and reinforced concrete box culvert).

Refer to appendix 2, "Drainage Maps and Locations".

## III. SCOPE OF SERVICES

The City intends to hire a Consultant to inspect all drainage networks described above and prepare a report detailing all findings. Also a list of possible solutions to each problem found.

The selected Consultant will need to provide services that are all-inclusive to complete this project. The Consultant shall be available to attend as many meetings as needed to ensure this project is expedited. It is expected that the following meetings will require Consultant attendance:

- Kick-Off Meeting (1 meeting)
- Project Status Meetings (2)

Any additional services that are believed to be necessary and are not included in this scope of work should be indicated in the proposal. A complete schedule of man-hour and cost breakdown of hourly rates is to be provided for each task and/or alternate. The proposal should contain a short narrative detailing the Consultant's approach to the project. The narrative should address any issues that the Consultant feels will have an impact on this project.