



TOWN OF GREENWICH

2 Academy Street Greenwich, NY 12834

RE: Request for Qualifications (RFQ) for Professional Engineering Services (multiple PINs pending),
Greenwich Roadway Departure Improvements and Local Road Safety Plan (LRSP)

Dear Sir or Madam:

The Town of Greenwich seeks to obtain the services of a professional consulting civil engineering firm to complete preliminary and detailed design for a Federal Aid funded project in Greenwich, New York, as referenced in the subsequent pages. The Town will select one qualified engineering firm and will enter into a negotiated contract to perform the work.

Responses are due by September 14th. Responses and/or questions shall be submitted to:

Jim Mumby
Town Supervisor
2 Academy Street
Greenwich, NY 12834

Sincerely,

Jim Mumby
Town Supervisor
Town of Greenwich

Consultant Agreement Advertisement

Sponsor: Town of Greenwich
Office: Town Supervisor
Contact: Jim Mumby
Phone: 518-692-7611 x102
Email: Supervisor@townofgreenwichny.gov
PIN(s): (pending)

Project or Agreement Title: Preliminary and Final Highway Design and Construction Inspection Services for the Greenwich Roadway Departure Improvements and Local Road Safety Plan (LRSP) project, in the Town of Greenwich, Washington County, NY

Notice is hereby given that the Town of Greenwich is seeking to procure a qualified engineering and planning consulting firm to provide preliminary design, final design, construction support, construction inspection, and Local Road Safety Plan preparation services for a federally funded Roadway Departure Safety Action Plan project located in the Town of Greenwich, Washington County, New York. The project involves roadway departure safety improvements on three Town roadway segments and preparation of a Townwide Local Road Safety Plan. The project involves roadway departure countermeasures including pavement markings, curve warning signs, and shoulder rumble strips on North Road, Lick Springs Road, and Thomson Road, as well as preparation of a data-driven Local Road Safety Plan to identify crash patterns, risk factors, and future safety improvements throughout the Town. All work will be designed to AASHTO specifications and the NYSDOT Standard Specifications (Construction and Materials).

Preliminary Design will include, but not be limited to, preparation of the Design Approval Document (identifying, assessing, and selecting feasible design alternatives and their associated impacts), field review, topographic and right-of-way survey and mapping as needed, review of existing roadway and crash data, preparation of the Local Road Safety Plan, including Townwide crash, roadway, and traffic data analysis, evaluation of systemic risk factors, signage and horizontal curve evaluations, evaluation of cost and environmental factors, and preparation for attendance and participation at public informational meetings and/or hearings.

Final Design will include, but not be limited to, development of highway plans, pavement marking plans, signing plans, shoulder rumble strip design, highway design, preparation of right-of-way plans and acquisition maps if required, development and design for public utilities as needed, maintenance and protection of traffic during construction, and preparation and submission of final Plans, Specifications, and Estimate (PS&E) for the project.

Construction Support will include, but not be limited to, providing technical support during construction on questions relating to the design, and providing assistance in construction bid proceedings, analysis of bids, and review of shop drawings, if necessary.

Construction Inspection will include, but not be limited to, providing on-site construction inspection and oversight to ensure the quality of construction and conformity with the final plans and specifications, and preparation of as-built plans.

The anticipated start date of preliminary design is November 2026. Construction completion is anticipated by July 2028.

The Town will select the most highly qualified firm according to the following criteria, listed in order of decreasing importance:

Understanding of work to be done 30%
Logistics and familiarity with the project area 20%
Experience with similar kinds of projects and/or work 20%
Quality of staff for work to be done 15%
Familiarity with Federal and State requirements 10%
Financial responsibility 5%

Expressions of Interest (EOI):

Interested firms should submit 1 digital copy of their Expressions of Interest (EOI) to the address below no later than Friday September 14th at 12:00pm.

The following information should be provided:

1. Statement indicating your interest in providing planning, design and construction services for the project as defined in this solicitation.
2. Outline the firm's background and experiences. If sub-consultants are proposed, a similar outline of background and experiences shall be submitted.
3. A listing and brief narrative description of no more than 5 projects involving similar type services provided to public or private clients within the last 5 years. References with names and telephone numbers must be included for the projects.
4. A project organization chart indicating Key personnel to be assigned to the project. Sub-consultant personnel should be included as appropriate. Limit Key personnel to no more than 7 names.
5. Include one-page resumes of all personnel noted on the project organization chart. Also, indicate current and projected workload of the Key personnel included. Time frame for workload should be for 2027 and 2028.
6. Include a Project Approach for the project.
7. Indicate, in a brief summary, information about the firm, or sub-consultants, regarding D/M/WBE/SDVOB designation (as applicable) and/or the firm's equal opportunity, affirmative action plan/policy.

In no case, must the number of additional pages exceed 10. Each side of a two-sided page will count as a separate page. If more than 10 pages are included, those beyond the 10th will be removed. Resumes are to be provided in an appendix and do not count toward the page total.

Special Project Requirements:

The selection and retention of a consultant will be contingent upon the availability of the proposed key staff unless substitutes are approved by the Town during negotiations. The top-ranked firms may be requested to prepare and give oral presentations before the Town selection committee.

Disadvantaged Business Enterprises (DBEs):

DBEs are encouraged to submit proposals in response to this solicitation. Other proposers are encouraged to submit DBE subconsultants where appropriate.

Designated firms must submit proof of authority to practice engineering/land surveying in NYS (as appropriate) immediately upon designation.

Subconsultants, Subcontracting, and/or joint ventures are permitted.

DBE Participation Goal is 0%

Location where services are to be performed: Washington County, Greenwich NY

For more information contact:

Jim Mumby
Town Supervisor
2 Academy Street
Greenwich, NY 12834
518-692-7611 x102

Submit Proposals to:

Jim Mumby
Town Supervisor
2 Academy Street
Greenwich, NY 12834
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Town of Greenwich – Roadway Departure Improvements and Local Road Safety Plan

RwDSAP Award: \$534,850
Town of Greenwich: \$28,150
Total Project Cost: \$563,000

PROBLEM DESCRIPTION: The proposed project targets three roadway segments (North Road, Lick Springs Road, and Thomson Road) identified through NYSDOT's Roadway Departure Safety Action Plan screening as primary eligible locations for roadway departure safety improvements. These roadways have systemic risk factors and crash patterns associated with roadway departure crashes. A review of recent local crash data further demonstrates the need for improvements, particularly on Thomson Road, where over the past three years 5 of 6 reported crashes involved roadway departure, with 3 of those crashes resulting in injury. The Town also needs a data-driven Local Road Safety Plan to identify crash patterns, roadway characteristics, and systemic risk factors across its 116 centerline miles and 229 lane miles of roads.

PROJECT OBJECTIVE(S): The project will design and construct roadway departure safety improvements on three priority roadway segments in the Town and prepare a Townwide Local Road Safety Plan to identify, prioritize, and implement future roadway safety improvements, with features as follows:

- Centerline and edge line pavement markings
- Curve warning signs
- Shoulder rumble strips
- Townwide crash, roadway, and traffic data analysis
- Signage and horizontal curve evaluations
- Identification of high-risk locations and systemic risk factors
- Prioritized list of site-specific and systemic safety projects
- Planning-level cost estimates and implementation guidance

PROJECT LOCATION(S): North Road beginning near Queens Gate Drive, from mile point 0.00 to 1.09; Lick Springs Road beginning near Lowber Road, from mile point 0.00 to 0.75; and Thomson Road beginning near Bald Mountain Road, from mile point 0.00 to 1.80. The Local Road Safety Plan will cover the Town of Greenwich roadway network.

ROW ACQUISITION: Although it is not anticipated that ROW acquisition will be necessary, the potential for such acquisition should be reviewed and considered as part of the design phases.