

PROJECT STATEMENT

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
State Facilities Administration
Design and Construction Division
3111 West St. Joseph Street
Lansing, Michigan 48909

FILE NUMBER 751/20153.JBB	ACCOUNTING TEMPLATE Index 5504	PROPOSAL DUE DATE Thursday, May 20, 2021 at 2:00 p.m EDT
CLIENT AGENCY Michigan Department of Natural Resources (MDNR) Parks and Recreation Division (PRD)		
PROJECT NAME AND LOCATION Bond Falls Scenic Site – Stair Structure Replacement		
PROJECT ADDRESS (if applicable) Bond Falls Road, approximately 3 miles east of US-45 in Paulding, Haight Township, Ontonagon County		
CLIENT AGENCY CONTACT Eric Cadeau, WOC Development Unit Manager Dan Dowdy, Unit Supervisor & WOC Western UP Regional Field Planner		TELEPHONE NUMBER / E-MAIL ADDRESS C: 906-241-8318 cadeau@michigan.gov C: 906-250-3993 dowdy@michigan.gov
DTMB - DCD PROJECT DIRECTOR Jeffrey Barsch, Project Director Danielle Foertsch, Field Rep		TELEPHONE NUMBER C: 906-251-0727 barschj@michigan.gov C: 517-331-5369 foertschd@michigan.gov

WALK-THROUGH INSPECTION DATE, TIME, AND LOCATION:

Thursday, May 6, 2021 at 10:00 a.m. EDT. A map indicating directions to the meeting location is included as an attachment.

☒ **MANDATORY** (Check box if Mandatory)

COVID 19 Precautions: DTMB – DCD requires that masks be worn by attendees of ALL in person meetings, including pre-proposal meetings. Attendees must also observe social distancing protocols. Any individual refusing to comply with the mask requirement will be asked to leave the premises and expected to do so peacefully. Said individual will not be qualified for attendance and the firm that the individual represents will be ineligible to submit a proposal for the project.

If a firm has staff who cannot medically tolerate a mask, please do not send those individuals, and have other staff attend the meeting that can mask up. Also, please do not attend if you have a fever, show any COVID 19 symptoms, have had any contact with a known COVID 19 patient, or if you have traveled outside the United States within two weeks of the Pre-Proposal Meeting. In the above instances, please send an alternative representative.

PROJECT DESCRIPTION/SERVICES REQUESTED
PROJECT DESCRIPTION:

The Michigan Department of Natural Resources (MDNR) Parks and Recreation Division (PRD) is requesting professional architectural and engineering services for the design and construction of accessibility improvements for access to the top of the waterfall at Bond Falls Scenic Site. The existing concrete stair structure with steel pipe handrails, which is located along the west side of the falls, connects the recently constructed lower falls viewing area to the hiking path to the top of the waterfall and upper falls rapids. The concrete stairs, which pre-dates MDNR ownership, may also be functioning as a containment wall along a portion of the Middle Branch of the Ontonagon River. The stairs are showing signs of settling, cracking, and deterioration due to accelerated weathering from proximity to the lower falls. Furthermore, the existing stair structure does not comply with modern codes and accessibility requirements, including the following items that have been noted:

- Stair treads that slope downward at a slope greater than two percent
- Inadequate stair tread depth with non-compliant nosings
- Non-compliant handrails
- Lack of guardrails

The MDNR would like to replace the existing stair structure to offer a safe, code-compliant, accessible stair structure that improves access for the public to the upper falls hiking trail and viewing areas. Improvements are required to comply with the Michigan State Building Code (MSBC) and the Department of Justice's 2010 Americans with Disabilities Act (ADA) Standards as published by the United States Access Board. The PSC is requested to carefully consider, evaluate, and provide recommendations for a design that

incorporates a viewing platform or platforms into the stair structure and considers the variety of users who may visit the site. While not required for compliance, the MDNR recommends the PSC consider applicable portions of Chapter 10 of the 2010 Architectural Barriers Act (ABA) including Section 1011 for Outdoor Constructed Features, Section 1015 Viewing Areas, Section 1016 Outdoor Recreation Access Routes, and Section 1017 Trails. Other resources the PSC may wish to consider include the Forest Service Trail Accessibility Guidelines (FSTAG) and the Forest Service Outdoor Recreation Accessibility Guidelines.

The MDNR also requests that the PSC consider and recommend repair, replacement, and/or removal of the concrete containment wall portion of the existing stair structure. The desire is to have a safe route from the lower falls to the upper falls. Leaving the existing stair structure in place as-is is not considered a viable option. Removal of the existing stair structure is preferred. The DNR is proposing to retain the viewing locations at the middle of the falls and the top of the falls as part of the access and observation improvements proposed with this project. Benches may be located and incorporated at the viewing locations. The MDNR wishes for the stair structure to be wood with concrete footings, the guardrails to be vinyl-coated steel mesh, and handrails to be either wood or steel. The intent would be to provide a design aesthetic similar to the platforms and bridges at the bottom of the falls. The MDNR may wish to incorporate interpretive signage into the project at viewing platform(s). If included in the project scope, the MDNR would provide signage; however, the PSC is requested to provide adequate space and structural support to incorporate signage specified and procured by the MDNR. Trail improvements and site restoration recommendations in the project area shall be incorporated into the design documents. The MDNR wishes to minimize the impact to the large diameter cedars near the project site.

The PSC shall establish a construction budget for the project. Should the project require additional construction funding based on the PSC's evaluation and recommendations, it will be sought by the project team and/or alternates will be considered. The MDNR anticipates the project information gathering to inform the design, including topographic survey and soil borings, will be completed in the spring of 2021. The design schedule should allow for bidding no later than March 2022. MDNR wishes to have construction of the new stair structure completed by November 10, 2022. Please provide a proposed design and construction schedule with the PSC Proposal. Bond Falls Scenic Site will remain open to the public throughout the information gathering, study, design, and construction phases. A portion of the site will be closed, as required, during construction. It is not anticipated that any temporary re-routes will be required. Field work by the PSC and construction scheduling must be coordinated with the MDNR in advance to minimize disruption to their operation of the project site.

SERVICES REQUESTED:

The Professional Services Contractor (PSC) shall provide Phase 100 Study, Phase 500 Final Design Services, and Phase 600 and 700 Construction Administration Office and Field Services for the project. The PSC shall include any required Phase 300 Schematic Design and Phase 400 Preliminary Design tasks necessary to complete Contract Document development in the Phase 500 proposal technical summary.

Professional Services shall include, but are not limited to, the following:

1. Phase 100 Study
 - a. The PSC shall verify any available as-built information, document the existing site conditions in the anticipated project area, and gather any required topographic and geotechnical information required to complete a design. This will include performing a topographic survey and soil borings, as required. Given the large amount of rock outcroppings in the project area, the PSC may wish to evaluate the structural suitability and load bearing capacity to determine if excavation is necessary or if the outcroppings may provide adequate support for a stair structure and viewing platform.
 - b. Analyze the gathered site condition information and develop two schematic design options for the stair structure and viewing platform(s) that meet the requirements outlined in the Project Description. Provide a brief discussion outlining the pros and cons and an estimated construction cost for each option.
 - c. At a minimum, the PSC shall virtually meet with the MDNR for a design kickoff meeting and to review the two options being developed at 50% and 90% development of the Phase 100 options. The PSC is responsible for the submittal of 50% and 90% Study Documents, including estimates, for owner review a minimum of ten (10) working days prior to the proposed review meeting dates. The PSC shall consider any feedback and comments received from the MDNR and revise or refine the study options after the 50% and 90% review meetings. The PSC shall develop a Final Phase 100 Study Report including both options, a discussion of pros/cons of each option, a list of applicable codes and other considerations, and estimates. Upon approval of a selected design option or combination of the options from the Final Phase 100 Study Report, the PSC shall develop a design as outlined below.
 2. Phase 500 Development of Contract Documents for Bidding:
 - a. Contract Documents shall be created utilizing the current State of Michigan, Department of Technology, Management, and Budget (DTMB), State Facilities Administration (SFA), Design and Construction Division (DCD), DC Spec General Conditions and the Master Spec format.
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- b. The Contract Documents shall meet the approval of MDNR and DTMB.
 - c. The Contract Documents shall meet all code and permitting agency requirements as well as accessibility requirements of the 2010 Americans with Disabilities Act.
 - d. PSC shall provide, at a minimum, virtual design meetings at 50% and 90% completion of Contract Documents. The PSC is responsible for the submittal of 50% and 90% Contract Documents and estimates for owner review a minimum of ten (10) working days prior to the proposed review meeting dates. 100% review documents shall be provided for owner review, but a 100% review meeting is not required.
 - e. PSC shall provide construction estimates for owner review at 50%, 90%, and 100%. Review of the construction budget will be required at the 50% and 90% design review meetings.
 - f. PSC shall provide a proposed schedule for design and construction with the RFP response. The PSC shall provide active project management and maintain their proposed schedule of tasks and milestones including, but not limited to, critical project tasks such as consultation and other data collection tasks. The PSC's schedule shall not only itemize and identify the critical project tasks, path, and correlation, but the PSC shall be proactive in identifying and implementing remedial actions necessary to get back on schedule if schedule slippage is encountered. Agency review task durations on the PSC's schedule should not be considered flexible for gaining back time should schedule slippage occur. The schedule shall allow for review time by all applicable permitting agencies, including LARA, EGLE, and any other required permitting agencies. PSC shall be responsible for the development of phasing plans and/or a construction schedule recommendation to avoid negatively impacting facility operations.
 - g. PSC shall be responsible for posting project on SIGMA for bid advertisement, performing a pre-bid meeting, issuing addenda, performing a Best Value Bid Evaluation on bidders, and generating a PSC recommendation of Contract Award for construction.
3. Phases 600 & 700 - Provide complete Phase 600 & 700 services for the project:
- a. PSC shall manage and run all pre-construction and progress meetings throughout the project duration.
 - b. Include all staff labor and costs required for Phase 700 Inspection Services on a once per every two-week basis.
 - c. Assume project meetings are concurrent with some project site inspections.
 - d. Reports from each progress meeting and each site visit shall be distributed to the Project Team within five (5) calendar days of the meeting and/or site visit.
 - e. Include all reimbursable costs for inspection services on the Phase 700 reimbursement line item.
 - f. Assume construction phase testing services (concrete testing, backfill density testing, etc) will be handled under a separate contract. Coordination with the testing company will be required of both the PSC and Contractor.

PROPOSAL REQUIREMENTS:

Provide a complete PSC Proposal (Technical and Cost) for all required Professional Architectural and Engineering Services in compliance with the State of Michigan, Department of Technology Management and Budget (DTMB) Project Statement Form (DTMB-0427), the DTMB Billable Rate Professional Services Contract, the DTMB RFP Billable Rate Form (DMTB-0430), and the DTMB State Facilities Administration (SFA), Design and Construction Division (DCD) policies and procedures for the development of Contract Documents and Construction Administration.

- 1. The PSC shall demonstrate in their proposal appropriate project experience relevant to the work described/requested in the Project Statement and/or RFP.
 - 2. Travel reimbursements and billing rates shall be in accordance with the DTMB Billable Rate Professional Services Contract.
 - 3. PSC shall detail all labor required for each phase.
 - a. PSC shall provide clear documentation of the number of meetings proposed during the study phase and during the design phase and indicate which meetings, if any, will need to be on-site.
 - b. PSC shall detail the number of site inspections anticipated during the construction of the project in their proposal.
 - c. The PSC shall detail the anticipated number of construction progress meetings anticipated during the project in their proposal. PSC shall assume that construction progress meetings will occur concurrently with some of the aforementioned site inspections.
 - 2. PSC shall detail all reimbursable expenses for each phase.
 - a. List and include all reimbursable expenses for construction site inspections including mileage as allowed according to the contract.
 - b. List and include all reimbursable expenses for plan review by LARA.
 - c. List and include all reimbursable expenses for preparation and submittal of the EGLE/USACE Joint Permit Application for work in wetlands area on behalf of the MDNR. This shall include pre-application meeting, application preparation, submission, and application fees.
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- d. List and include all pre-design field services and testing required for the proper design of the project as reimbursable expenses. PSC must include the following services in their proposal:
 - i. A topographic and site survey for the areas of project work.
 - ii. Soil borings and/or rock coring as required for any structures. PSC to detail type and how many.
 - e. List and include any additional permitting or testing anticipated to be required as reimbursable expenses.

ALLOWANCES:

1. Identify and itemize all reimbursable and travel expenses in the PSC Cost proposal as allowances.
2. PSC shall include a \$500 reimbursable allowance for plan review by LARA.
3. PSC shall include a \$1,000 reimbursable allowance for permitting by EGLE.
4. PSC shall identify any additional permit applications/reviews that may be anticipated and include it as a reimbursable cost allowance for permitting.
5. PSC shall include a \$10,000 reimbursable allowance for topographic and site surveys.
6. PSC shall include a \$7,500 reimbursable allowance for soil borings and/or rock core samples as required.
7. PSC shall identify any additional required testing, if any, to complete Phase 500 and include it as a reimbursable cost allowance for testing.

ADDITIONAL REQUIREMENTS:

1. Timely minutes from all meetings will be required as per the PSC contract.
2. PSC to follow DTMB naming convention of DTMB file number / project name / Y (contract) number / subject on all project documents.
3. PSC shall provide sufficient back-up on all invoices for reimbursable expenses.
4. PSC shall provide a progress summary e-mail to the project team every two weeks. Each progress summary shall document the prior two-weeks' progress by the PSC and display the initial project schedule and current schedule status.
5. Field work shall be conducted in a manner that complies with any Governor's Executive Order(s) and/or MDHHS Epidemic Order(s) related to COVID-19 and MDNR policies currently in effect.
6. Design meetings shall be held via electronic format to comply with any Governor's Executive Order(s) and/or MDHSS Epidemic Order(s) related to COVID-19 and MDNR policies currently in effect.

ATTACHMENTS:

1. Maps of Bond Falls Project Site
2. Bond Falls Unit Map 2021
3. Bond Falls Proposed Site Plan
4. Bond Falls Photos 1
5. Bond Falls Photos 2
6. Bond Falls Pedestrian Bridges Report 2002

Please NOTE:

- Proposal responses MUST also be uploaded to SIGMA VSS by 2:00 p.m. EDT on the due date. Please enter the total cost for all phases as bid amount.
- Please remember that individual attachments can be no larger than 6mb.
- If you experience issues or have questions regarding your electronic submission, you must contact the SIGMA Help Desk for assistance. They can be reached by telephone at 888.734.9749 or by email at sigma-procurement-helpdesk@michigan.gov
- Vendors are reminded to keep our office apprised of SIGMA VSS issues and to include your SIGMA ticket number when communicating with our office. Emailed submissions will need prior DCD approval and will be handled on a case by case basis. Approved emailed submissions MUST be received prior to 2:00 p.m. EDT deadline to be considered responsive and responsible.

NIGP CODES

90607, 90656, 92517, 92533

DESIRED SCHEDULE OF WORK

MDNR wishes to have construction of the new stair structure, viewing platforms, and associated sitework completed by November 10, 2022. Please provide a proposed design and construction schedule with the PSC Proposal.

ACCEPTING RFP QUESTIONS UNTIL:

Please do not submit online questions via VSS. All questions should be emailed to Jeff Barsch at barschj@michigan.gov by Thursday, May 13, 2021 at 2:00 p.m EDT.

REFERENCE STANDARDS: This project will comply with all codes, standards, regulations, and workers' safety rules that are administered by federal agencies (EPA, OSHA, and DOT), state agencies (DCH, EGLE, MDNR, and MIOSHA), and any other local regulations and standards that may apply.

This form is required to be a part of the professional service contract. (Authority: 1984 PA 431)

Attachment(s)