



TO: President Gardiner and Members of the Town Council

FROM: Dustin Anderson, Town Manager

DATE: August 7, 2023

RE: Design Engineering Services

Background

The Town of Munster advertised for design engineering services for the reconstruction of Ridge Road in December of 2022. Responses were due on January 27th. The Town received six responses from firms across the state. These responses were evaluated and scored by all department heads. Those scores were as follows:

	Anderson	DiTommaso	Gunty	Hajduk	Heintz	Mis	Scheckel	Vander Woude	Total
StructurePoint	81	84	90	86	89	95	79	78	682
IEI	80	83	90	82	82	95	81	85	678
HWC	84	77	96	84	91	93	66	65	656
DLZ	67	80	93	88	82	87	73	69	639
SEH	69	77	92	82	77	87	72	76	632
Troyer	67	71	88	68	63	79	73	73	582

The top three firms were invited to interview with representatives from the Town. On April 14, 2023, the Town interviewed American StructurePoint, Infrastructure Engineering, Inc., and HWC. A team comprised of Tom Vander Woude, Jill DiTommaso, Dr. Andy Koulourides, and Dustin Anderson scored those interviews. The scores were as follows:

	Vander Woude	DiTommaso	Anderson	Koulourides	TOTAL
IEI	34	34	33	15	116
HWC	29	27	21	35	112
StructurePoint	31	29	30	11	101

Infrastructure Engineering, Inc. has assembled a team that includes Butler, Fairman, and Seufert; Teska; Sam Schwartz; Terracon; and Dodd Title Corporation. IEI and their team have deep experience in designing in complex environments local and nationally including, but not limited to: Michigan Street in Indianapolis, Chicago Avenue in Chicago, the Obama Presidential Complex in Jackson Park, Northwestern Avenue in West Lafayette, as well as Broad Street in Griffith and Crown Point Square.

At the May 15th Council meeting, Council recognized IEI as the Town's preferred consultant and authorized staff to negotiate terms and conditions of our potential partnership.

Methodology

Staff worked with the consultant team to create a contract document that was amenable to all parties. Presented this evening is that document.

At the direction of the Federal Highway Administration, we worked within the structure and general boilerplate of the standard INDOT contract.

There are four appendices to the contract document.

Appendix A: Services to be Furnished by the Consultant

One highlight of this scope of work is that it includes three public engagement events, creation and maintenance of a project website (very similar to the initial public outreach site), and 80 individual or small-group interviews with key community stakeholders.

The complete scope of work is as follows:

TASK 01: Management of Engineering Services and Peer Review

TASK 02: Project Intent Definition

- Alternatives Analysis
- Traffic Data Collection and Analysis
- Preliminary Engineering Assessment

TASK 03: Environmental Services

TASK 04: Topographic Survey Data Collection

- Topographic Survey
- Location Control Route Survey Plat (If Required)

TASK 05: Geotechnical Services

TASK 06: Road Design and Plan Development

- Preliminary Design
- Final Design
- Lighting Design
- Traffic Signal Plan Development

TASK 07: Public Engagement

- Website
- Public Info Meetings/Workshops
- Stakeholder Interviews
- Right of Way Staking

TASK 08: Right of Way Plan Development

- Right of Way Engineering
- Title Research
- Right of Way Staking

TASK 09: Utility and Railroad Coordination

- Utility Coordination
- Railroad Coordination
- Utility Relocation Inspection
- Utility Relocation Staking

TASK 10: Post Design Services

- Bidding/Proposal Phase Services
- Construction Phase Services

Appendix B: Services to be Furnished by the Owner (if available)

These services are largely related to facilitating access to the site as well as providing historical and contextual information necessary.

Appendix C: Schedule

It is anticipated that all elements of the project will be complete within 440 days of notice to proceed given. This would mean completion by the third week of October of 2024. This timing will allow for the preparation of bid documents, review of proposals, contract award, and mobilization time for the eventual contractor to begin work in the spring of 2025.

Appendix D: Compensation

The total compensation for this work shall not exceed \$1,962,635.00. This number is comprised of a number of elements, the first being a lump sum of \$1,719,835 based on the following estimated distribution of compensation:

1)	Management of Engineering Services and Peer Review	\$ 192,820.00
2)	Preliminary Engineering Assessment/Alternatives Analysis	\$ 148,420.00
3)	Preliminary Design Phase	\$ 144,100.00
4)	Final Design Phase	\$ 699,135.00
5)	Bidding/Proposal Phase	\$ 13,700.00
6)	Environmental Services	\$ 55,300.00
7)	Public Engagement	\$ 99,990.00
8)	Topographic Survey	\$ 196,310.00
9)	Location Control Route Survey (If Required)	\$ 16,300.00
10)	Utility and Railroad Coordination	\$ 98,600.00
11)	Geotechnical Engineering	\$ 55,140.00

Additionally, there may be hourly additional services not to exceed \$80,700.00 and reimbursable expenses also not to exceed \$161,635.00.

Rates are established with a baseline date of July 1, 2023. The Standard Hourly Rates will be adjusted annually to reflect equitable changes in the compensation (rate escalation) payable to the Engineer. The maximum rate increase shall be either the average monthly inflation rate of the prior 12 months as reported by the United States Department of Labor's Bureau of Labor Statistics or 4%, whichever is lower effective July 1 of each subsequent year from the established baseline date.

Funds for this work will be from the TIF Allocation Fund 4445-915-0100-63501000 or alternative account line item.

Recommendation

By motion and voice vote to authorize the contract between IEI and the Town of Munster Indiana for design services for the Renew, Reconnect, Reimagine Ridge Road Project.