

REQUEST FOR PROPOSALS

RETROFIT SOUNDWALL CORRIDOR STUDY: Noise Reduction Screening

FRESNO COUNCIL OF GOVERNMENTS

In response to increased public inquiry regarding the mitigation of noise levels from local freeways, the Fresno Council of Governments (Fresno COG) is soliciting proposals from qualified consultants to prepare a Retrofit Soundwall Corridor Study for qualifying existing residential developments along eligible portions of the existing state routes throughout Fresno County and where noise impacts are directly related to traffic. While some of these locations were analyzed by Caltrans several years ago, many of these locations need to be reevaluated in light of growing traffic on the state highways adjacent to these locations. The consultant shall approach the noise level analysis as a Type II - Retrofit Noise Abatement Program. As part of a Noise Abatement Program, the Fresno COG has been commissioned to fund a Retrofit Soundwall Corridor Study. The report should follow the Noise Study Report guidance put forth by the Caltrans Division of Environmental Analysis as approved by the Federal Highways Administration. These tasks are necessary components to assess the need for noise mitigation in residentially populated areas adjacent to a state highway. The project is identified in Fresno COG's FY 2013/14 Overall Work Program (OWP) as Work Element 605.1 and will be in the FY 2014/15 OWP.

The goal of the study is to utilize this data to provide relief to affected communities on a prioritized basis, relying on existing detailed data documenting noise impacts and on new collected data. The project will undertake a review of locations where noise impacts may be severe but remain unquantified and will reassess all previously studied locations where noise barriers have been evaluated but have not yet been designed and constructed. The project will identify the needs for soundwall barrier projects that would mitigate noise levels by a minimum of 5 decibels based on the noise study results.

INTRODUCTION

The Fresno Council of Governments (Fresno COG) is an association of city and county governments was created to address regional transportation issues that cross jurisdictional boundaries. Its member agencies include the County of Fresno and the 15 incorporated cities within the Fresno region and ex-officio members representing Caltrans. Fresno COG is the designated federal Metropolitan Planning Organization (MPO) and the state Regional Transportation Planning Agency (RTPA) for Fresno County. Beginning in 1998, responsibility for retrofit soundwalls along state highways was transferred from Caltrans to the RTPA's. Over the years, a number of requests have been made to Caltrans and Fresno COG to conduct Noise Screenings for a Retrofit Soundwall Corridor Study for a number of locations along the various corridors adjacent to the state routes in Fresno County.

PROJECT OBJECTIVES

The objective of the project is to conduct noise abatement screening analysis using criteria developed by Caltrans and approved by the Federal Highways Administration. The project will include information and findings of the evaluations, and include pertinent background information for the eligible residential corridors adjacent to State Routes 99, 41, 168, and 198 in Fresno County as defined by:

1. The Traffic Noise Analysis Protocol and
2. "Technical Noise Supplement" (TeNS.)

As outlined in the Caltrans guidance document, the project should include the following elements and data:

- noise abatement reasonableness allowances presented in the noise study report;
- acoustical feasibility of noise abatement presented in the noise study report;
- locations and dimensions of noise barriers evaluated;

The project should include a table which summarizes key information related to the proposed noise abatement. Examples of summary tables are provided in TeNS and in the "Noise Tidbits" guidance document prepared by FHWA California Division (Federal Highway Administration 2003). The discussion of secondary effects is not necessary for this preliminary analysis because a more detailed analysis of these effects will be contained in the project level environmental documents as appropriate, but for the purpose of presenting the information it is appropriate to highlight the fact that secondary effects may occur. The Fresno COG Committees will utilize the report as a basis for developing and adopting a policy that could determine a funding mechanism for a Retrofit Soundwall Infrastructure Program that will consider the recommendations of this analysis for a prioritized list of projects within the program, and maintenance of the past, current, and future projects.

SCOPE OF WORK

The Scope of Work is attached hereto as Appendix "A".

COORDINATION

The consultant will work and consult with the Project Steering Committee on a regular basis. The consultant's role will include acting as a liaison with other agencies that may be identified during the study.

The consultant will take primary direction from the designated Fresno COG Project Manager. It is intended that all work will be completed within six (6) months of negotiating a contract in accordance with the agreed-upon project timeline and that the consultant's work will begin immediately upon signing a contract.

The selected consultant will best demonstrate the ability to deliver quality work on schedule and in a cost-effective manner, consistent with the tasks and deliverables in this RFP.

The consultant will provide an original electronic Draft Retrofit Soundwall Corridor Study Report to the Fresno COG Project Manager for review and comment prior to finalization (in MS Word and MS Excel formats). After Fresno COG reviews and comments on the draft, the consultant will deliver five (5) bound copies and one (1) unbound reproducible original including an electronic CD version of the final written reports to Fresno COG's Project Manager. The consultant should be prepared to make an oral presentation of the report to the Fresno COG Transportation Technical Committee, Policy Advisory Committee and Policy Board.

File copies of all correspondence, technical memoranda and reports shall be delivered to the Fresno COG Project Manager in electronic format (Microsoft Word and PDF).

All data, maps and other materials prepared or collected under this contract will become the sole property of Fresno COG. The contractor will retain all work-papers and records for a minimum period of three (3) years from the date the final report is accepted. All such documents shall be the property of Fresno COG and made available to Fresno COG and Federal and State grantor agencies during normal business hours.

MEETINGS AND PRESENTATIONS

In addition to meetings referenced in Appendix "A", the consultant shall participate in the following meetings/presentations:

- Meetings with the Fresno COG Project Manager as deemed necessary
- Meetings with the Project Steering Committee (quarterly);
- Meetings with property owners as deemed necessary

PROPOSAL CONTENT AND ORGANIZATION

The intent of this RFP is to encourage responses that meet State and Federal requirements and that propose the best methods to accomplish the work within the stated budget. Proposal organization should follow the general outline below. The proposal package should consist of a Technical Proposal and a Cost Proposal, under separate covers.

Transmittal Letter

The transmittal letter should include the name, title, street address, e-mail address and phone number of the proposer, an original signature of an individual with the authority to negotiate on behalf of, and to contractually bind, the proposer, and who may be contacted during the period of proposal evaluation. Indicate if the firm is a disadvantaged business enterprise (DBE) and provide supporting certification.

Table of Contents

Provide a listing of the major sections in the proposal and associated page numbers.

Introduction

The proposer should summarize the proposal and demonstrate an acceptable understanding of the roles and relationships of Fresno COG, as well as affected agencies within the study area.

Study Plan and Technical Approach

The proposal should include:

- A description of the overall study program being submitted, including an explanation of the basic purpose and general focus of the study.
- An explanation of the consultant's intended role as contractor, as related to the role of Fresno COG, including the division of work between Fresno COG staff and the consultant.
- A thorough explanation of the consultant's proposed course of action. References should be made to RFP requirements and the consultant's plans for meeting those requirements. If the consultant proposes major changes in the RFP approach, those changes should be specified clearly. The consultant should specify techniques, especially data elements to be sampled, staff to be interviewed, documents to be reviewed, etc.
- A project time line, including an itemized description of the proposed project schedule, interim progress reports, end products to be produced and all critical deadlines.

Consultant and Subcontractor

The proposal should describe the qualifications and experience of each professional who will participate in the project, including a resume for each member of the project team. A Project Manager should be designated, and an organizational chart showing the manager and all project staff should be included. A matrix should be presented indicating the effort, in both percentage of the total project and in staff hours, which will be contributed by each professional, during each phase or task of the project.

If subcontractors are proposed, at least two similar qualifications and references should be provided for the subcontractors.

Consultant Qualifications and References

The proposal should describe the nature and outcome of projects previously conducted by the consultant that are related to the work described within this RFP. Descriptions should include a client contact name, address, telephone number, a description of the type of work performed, approximate date on which the work was completed, and professional staff who participated.

Cost Proposal

In addition to a technical proposal, the prospective consultant should prepare a detailed cost proposal for the work to be performed. The cost proposal should detail all items that will be charged, including travel that will be involved in the project, and included in the bid amount. Costs should be segregated to show staff hours (fully-loaded hourly rates), classifications, and administrative overhead (general management and administrative expenses). If subcontractors are to be used, the prospective contractor should indicate any markup that the prospective contractor plans to take on

subcontracts. The same breakdown of subcontract costs should be provided as is required for contractor costs. Failure to provide detailed cost breakdowns will be cause for rejection of the proposal.

Disadvantaged Business Enterprise (DBE) Requirements

Consultants must ensure that DBEs, as defined in 49 CFR Part 23, have the maximum opportunity to participate in the performance of this study. The consultant is required to maintain all applicable DBE records germane to this study.

INSURANCE

Without limiting Fresno COG's right to obtain indemnification from the consultant or any third parties, the consultant, at its sole expense, shall maintain in full force and affect the following insurance policies throughout the term of the contract:

1. Comprehensive general liability insurance with coverage of not less than \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. Comprehensive general liability insurance policies shall name Fresno COG, its officers, agents, and employees, individually and collectively, as additional insured, but only insofar as the operations under the terms of the contract are concerned. Such coverage for additional insured shall apply as primary insurance or self-insurance and any other insurance, maintained by Fresno COG, its officers, agents, and employees, shall be given excess only and not contributing with insurance provided under the consultant's policies herein.
2. Comprehensive automobile liability insurance with limits for bodily injury of not less than \$25,000 per person, \$250,000 per accident, and for property damages of not less than \$50,000, or such coverage with a combined single limit of \$250,000.
3. Professional liability insurance of at least \$1,000,000.
4. Worker's compensation insurance as required by law.

This insurance shall not be canceled or changed without a minimum of thirty (30) days advance written notice given to Fresno COG. The consultant shall provide certification of said insurance to Fresno COG within twenty-one (21) days of the date of the execution of the contract. Such certification shall show, to Fresno COG's satisfaction, that such insurance coverages have been obtained and are in full force; that Fresno COG, its officers, agents, and employees will not be responsible for any premiums on the policies; that as and if required such insurance names Fresno COG, its officers agents, and employees individually and collectively as additional insured (comprehensive and general liability only), but only insofar as the operations under the contract are concerned; that such coverage for additional insured shall apply as primary insurance and any other insurance, or self-insurance, maintained by Fresno COG, its officers, agents, and employees, shall be excess only and not contributing

with insurance provided under the consultant's policies herein; and that this insurance shall not be canceled or changed without a minimum of thirty (30) days advance, written notice given to Fresno COG.

In the event the consultant fails to keep in effect at all times insurance coverage as herein provided, Fresno COG may, in addition to other remedies it may have, suspend or terminate the contract upon the occurrence of such event.

BUDGET

Fresno COG has budgeted up to \$100,000 for the services of a consultant to assist in the preparation of the Retrofit Soundwall Corridor Study.

PROPOSAL SUBMISSION REQUIREMENTS

Consultants must submit one (1) reproducible original and five (5) bound copies of their technical and cost proposals. Cost proposals should be submitted under separate cover. Proposals should be addressed to:

Mr. Tony Boren, Executive Director
Fresno Council of Governments
2035 Tulare Street, Suite 201
Fresno, CA 93721

Proposals must be received by Fresno COG no later than 4:00 p.m. Pacific Standard Time (PST) on Friday, May 23, 2014. Proposals will not be accepted after that time. Neither faxes nor postmarks will be accepted. All proposals become the sole property of Fresno COG and a part of its official records, without obligation on the part of Fresno COG, and may be used by Fresno COG as deemed appropriate. This RFP should not be considered as a contract or commitment on the part of Fresno COG. Fresno COG reserves the right to reject all proposals, to seek additional information from each agency's proposal submission, or to issue another RFP if deemed appropriate.

PROPOSER'S WORKSHOP

A proposer's workshop will be held if deemed necessary for the purposes of answering and clarifying any questions regarding this RFP. Any interpretations of, or changes in, this RFP will be made in writing and distributed to all prospective proposers. Proposers may direct questions regarding this RFP to Fresno COG until 5:00 p.m., Tuesday, May 13, 2014. Fresno COG will respond in writing to substantive questions received in a timely fashion.

For further information, please contact:

Melissa Garza, Project Manager
mgarza@fresnocog.org
Fresno Council of Governments
2035 Tulare Street, Ste. 201
Fresno, CA 93721
(559) 233-4148 Ext. 210

PROPOSAL EVALUATION AND SELECTION

A technical review panel will evaluate proposals in response to this request. The panel reserves the right to make a final selection based solely on the written proposals. If deemed necessary by the panel, consultants may be invited to make a formal presentation and be interviewed.

Evaluation criteria used in the selection process include, but are not limited to, the following:

- Understanding of local, state and federal relationships;
- Understanding of the Noise Study Protocol defined by Caltrans and FHWA;
- Understanding of the Noise Study Report elements;
- Approach to be followed and tasks to be performed, including detailed steps and resources required, and proposed project schedule;
- Allocation of resources, in terms of quality and quantity, to key tasks, including the time and skills of personnel assigned to the task and the consultant's approach to managing resources and project output;
- Experience in conducting sound attenuation analysis; and
- Education and specific experience of the project team to be assigned.

REPORTING RESPONSIBILITIES

The consultant will be reporting directly to the Fresno COG Project Manager during the performance of specified task activities.

REQUIRED DELIVERABLES

The consultant will provide an electronic original (in MS Word format) draft Retrofit Soundwall Corridor Study report to the Fresno COG Project Manager for review and comment prior to finalization. After Fresno COG reviews and comments on the draft, the consultant will deliver five (5) bound copies and one (1) reproducible original including an electronic CD version of the final written reports to Fresno COG's Project Manager. The consultant should be prepared to make an oral presentation of the report to Fresno COG's Policy Board.

KEY DATES:

Written Questions Due: May 13, 2014

Proposer's Workshop: TBA if needed

Proposals Due: May 23, 2014

Selection (Anticipated): May 28, 2014

Finalize Contract (Anticipated): June 3, 2014

Transportation Technical Committee & Policy Advisory Committee: June 13, 2014

Board Approval (Anticipated): June 26, 2014

Notice to Proceed (Anticipated): July 1, 2014

APPENDIX "A"
SCOPE OF WORK / DELIVERABLES
RETROFIT SOUNDWALL CORRIDOR STUDY

The following scope of work outlines the tasks that will need to be completed for development of the Fresno COG Retrofit Soundwall Corridor Study. Consultants are encouraged to develop a scope of work which incorporates any additional tasks or substitute tasks to improve the project timeline and final product based on the goals of this project.

1. SCOPE OF WORK

The intent of this Request for Proposals (RFP) is to retain a consultant to prepare a Retrofit Soundwall Corridor Study for eligible residential corridors adjacent to State Routes 99, 41, 168, and 198 in Fresno County. The Retrofit Soundwall Study Report should follow the guidance put forth by Caltrans Division of Environmental Analysis as approved by Federal Highways Administration. These tasks are necessary components to assess a need for noise mitigation in residentially populated areas adjacent to the state highways. The Consultant will provide services to produce a general initial screening assessment and will provide recommendations for a prioritized sound wall infrastructure program that is specific to the locations analyzed.

The Retrofit Soundwall Corridor Study must include a Type II Noise Barrier Needs Assessment Study, a Type II Noise Barrier Prioritization Study, and recommendations for a Type II Noise Barrier Program.

The Needs Assessment will analyze planned infrastructure improvements that would require Type I studies and will rule out previous Type I project areas where barriers were studied and found to be "not reasonable". The assessment will also locate residential development within 500 ft. of the state routes using resources such as electronic mapping, web-based aerial photos, and other tools. The initial needs assessment will also include a residential development date analysis, such as whether any of the development predates initial highway construction. It should also include, through simplified modeling, whether the residential area is impacted, if a soundwall is feasible, and if it is it cost-effective within the allowable cost per benefitted residence. The initial screening of locations should be based on the qualitative, non-technical project eligibility criteria, such as whether the location already has a soundwall, if a roadway improvement is planned in the area within the next 25 years and the housing development requesting a sound wall was developed after the highway project. If one or more of the project alternatives would be along a new alignment, the project fails the screening.

If it is determined that additional detailed noise impact analysis is warranted, the consultant will perform a screening evaluation of locations based on noise measurements at representative sites and on noise modeling of effectiveness of a soundwall at that location. The consulting firm will develop a type II Noise Barrier Prioritization analysis that will verify the residential development date and will perform noise impact measurements at locations representative of noise-sensitive uses that are exposed to the highest noise levels generated by the adjacent state routes. All receivers that were shown to approach or exceed the noise

abatement criteria should be considered as candidates for retrofit noise barrier abatement measures that would achieve a minimum 5 dBA noise reduction. The Type II Noise Barrier Prioritization Study should provide a detailed analysis that identifies and recommends a prioritized list of projects for the qualified areas found in the assessment. The evaluation of locations should be based on feasibility (reduces noise by at least 5 decibels) and reasonableness (meets cost-effectiveness criteria) of noise abatement. If constructing a soundwall that would shield the receivers would not benefit or improve the residential area, the project fails.

Development and recommendations for prioritization methods: the selected consultant will develop several alternative prioritization methods for the Fresno Council of Governments. The recommendations should consider the following important factors: First-row sound level, number of first-row impacts, number of non-first-row benefits, cost per benefitted residence, total cost, etc.

The results of the Retrofit Soundwall Corridor Study must be summarized in a brief technical memorandum. The memorandum must also address construction noise as required under 23 CFR 772.19 and should provide a recommendation for a prioritized project list, policies and a recommendation for any warrants of a further detailed analysis.

The study must be consistent with Title 23, Part 772 of the Code of Federal Regulations (CFR), titled "Procedures for Abatement of Highway Traffic Noise and Construction Noise," which outlines procedures for noise studies that are required for approval of Federal-aid highway projects. The Federal Highway Administration (FHWA) requires that State highway agencies prepare state-specific policies and procedures for applying 23 CFR 772.

2. SCOPE OF WORK/DELIVERABLES

A. Project Description

The Consultant will provide services to produce an initial noise screening for a Retrofit Soundwall Corridor study along various residential areas adjacent to the state routes in Fresno County.

B. Purpose of Work

The Consultant shall provide all necessary equipment and instrumentation to perform work as follows: Perform noise studies at locations along the state routes in Fresno County for possible retrofit soundwall projects. Determine current-related noise levels and provide a recommendation of either warranted abatement or mitigation measures for any future proposed highway improvements near the locations of concern.

C. Personnel

Expertise in acoustic modeling field investigations to transportation noise is required. A minimum of five (5) years of experience analyzing complex transportation noise analyses is required.

3. CONSULTANT REPORTS AND/OR MEETINGS

- A. The Consultant shall submit progress reports once a month for the duration of the contract. The report should be sufficiently detailed for the Contract Manager to determine if the Consultant is performing to expectations and is on schedule, to provide communication of interim findings and to afford occasions for airing difficulties or special problems encountered so remedies can be developed.
- B. Progress reports shall identify the total number of hours worked by the Consultants' and Sub consultants' personnel.
- C. The Consultant's Project Manager shall meet with the Fresno Council of Governments Project Manager as needed, but no less than quarterly to discuss contract progress.

4. TASK OVERVIEW

Task 1.0	MONTHLY PROGRESS REPORT: Consultant shall provide a monthly Progress Report to the Fresno Council of Governments Project Manager. The report shall identify the total number of hours worked by the Consultants' and Sub consultants' personnel and tasks completed to date.
Task 2.0	APPLICATION OF QUALIFICATION CRITERIA: Establish state and federal qualification criteria of a noise abatement analysis on an existing transportation facility for the various residential areas adjacent to the state routes in Fresno County.
Task 3.0	NOISE MEASUREMENTS: Conduct Noise Measurements in accordance with the latest approved state and federal guidelines for Type II – Retrofit Noise Abatement Projects.
Task 3.1	NOISE ABATEMENT ANALYSIS: Develop noise abatement analysis including the elements of feasibility, reasonableness, design criteria, and other retrofit considerations. Provide a written assessment in a draft report for review by the project delivery team.
Task 4.0	NOISE STUDY REPORT(S): Conclude measurements and develop final retrofit soundwall study report(s) along with recommendations for policies of a project prioritization program.
Task 4.1	PRESENTATION OF REPORT(S): The Consultant shall make a presentation of the findings of this analysis to the Fresno Council of Governments Transportation Technical Committee, Policy Advisory Committee and Policy Board at the conclusion of this study.

5. DELIVERABLE OVERVIEW

Deliverable 1.0	MONTHLY PROGRESS REPORTS: Consultant shall provide a monthly Progress Report to the Fresno Council of Governments Project Manager. The report shall identify the total number of hours worked by the Consultants' and Sub
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	consultants' personnel and tasks completed to date.
Deliverable 2.0	NOISE ABATEMENT ANALYSIS - Develop Noise Abatement analysis including the elements of feasibility, reasonableness, design criteria, and other abatement considerations. Provide a written assessment in a draft report for review by the project delivery team.
Deliverable 3.0	NOISE STUDY REPORT(S) - Conclude measurements and develop final study report(s).