B2000034 CR 66 and CR 41 Intersection Project  
Mandatory Pre-Proposal Meeting Agenda  
January 23, 2020

1. Sign-in Sheet

2. Project Description/Location
   a. The project in general consists of safety improvements an existing intersection at CR 66 and CR 41. Improvements will consist of additional left turn lanes on all four intersection legs, addition of shoulders, drainage and irrigation improvements, improving sight distances, access improvements, and utility relocations.
   b. Bridge/culvert will be needed over Eaton Draw.
   c. Extents of project are shown on the drawing that has been uploaded to BidNet.

3. Project Engineering
   a. Consultant to design all aspects of the project including but not limited to: roadway, drainage improvements, irrigation, accesses, floodplain modeling, etc.
   b. Total project budget is estimated at $10.5 million which includes design, ROW acquisition, utility relocation, and construction.

4. Project Requirements
   a. Consultant to provide 30%, 60%, 95%, and Ready for Construction Drawings.
   b. Consultant to provide Geotech evaluations, surveying, hydraulic evaluations, ROW plans, utility relocation coordination, and floodplain modeling.
   c. Consultant to prepare a Subsurface Utility Engineering (SUE) report and 2019 Civil 3D AutoCAD drawings/plans that can be incorporated into the designs. SUE shall be done to at least a minimum Quality Level A.
   d. Coordination with landowners is a must. The Consultant will have to meet with landowners and utility companies.
   e. Consultant shall team with Tiglas Environmental for all environmental clearances. Environmental clearances to follow CDOT process.

5. Proposal Requirements
   a. All proposal must be hand delivered to the Purchasing Department at 1150 O St, Greeley, CO. No email or fax bids are allowed for this project.
   b. See the RFP document for items to be included in the proposal.
   c. Proposal limited to 20 pages
   d. Must state willingness to sign the Weld County Professional Services Agreement (sample provided on pages 17-25 of the RFP)
   e. Note the insurance requirements for the job (pages 20-21 of RFP)

6. Selection Process
   a. Using the County's Best Value process.
   b. The scoring criteria has been outlined on page 16 of the RFP document
   c. Lowest price does not necessarily get the contract. Cost is a factor in the scoring, but other factors will be reviewed by Weld County Review Committee.

7. Anticipated Project Milestones Date
   a. February 12, 2020 – RFP Proposals due at 10:00 am (Purchasing Dept.)
   b. February 20, 2020 – RFP Interviews (if needed)
   c. March 18, 2020 – Notice to Proceed
   d. Monthly progress meetings will be held at Public Works – Consultant to provide agenda and meeting minutes.

8. Questions?
   a. All questions after the Pre-Proposal meeting must be submitted in writing to Clay Kimmi at ckimmi@weld.gov
   b. Deadline for asking questions is 7 a.m., Wednesday, February 5, 2020
   c. Final Addendum will be posted by 5 p.m., Tuesday, August 27, 2019