

ADDENDUM 1

Date of Release: November 1, 2016

Request for Qualifications Design Options – E John Street Improvements

NOTICE TO ALL POTENTIAL RESPONDENTS

The Request for Qualifications (RFQ) is modified as set forth in this Addendum. The original RFQ Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFQ.

Project Manager: Susan Habina Woolard, P.E., Town Engineer
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Phone Number: 704-708-1243

The qualifications package submittal deadline remains the same and is not changed by this Addendum: November 7, 2016

Item	Section	Description of Change/Clarification
1.1	First page, first paragraph	The Town is seeking planning level document. No detailed design plans are required with this project.
1.2	First page, third paragraph	“Packages must include an original signed print copy <i>and four additional copies</i> plus a digital copy in MS Word and PDF formats...”
1.3	SCOPE OF SERVICES FOR E. JOHN STREET INCLUDED IN THIS RFQ	Existing plans and studies including the Matthews Downtown Streetscape Plan and the NCDOT Traffic Memo for the U-4714 project will be provided to the consultant for use in this project.
1.4	REQUIRED ELEMENTS OF A COMPLETE QUALIFICATIONS PACKAGE	Sample contract required by this section does not count toward page limit.
1.5	REQUIRED ELEMENTS OF A COMPLETE QUALIFICATIONS PACKAGE	Add bullet: <ul style="list-style-type: none">• <i><u>Include signed Addenda with qualifications package</u></i>
1.6	Attachment	Attached memo to Board requesting design services.

Respondent shall take this Addendum into consideration when preparing and submitting its qualifications package and acknowledge such by signature:

Signature of respondent

Date

END OF ADDENDUM

Agenda Item: Design Elements Along E John Street Widening Project

DATE: October 19, 2016
FROM: Kathi Ingrish

Background/Issue:

When Town Board members met with NCDOT staff and their consultants during a 5 PM work session on Monday, September 26, there were a lot of design-related details that were mentioned as possibly being included into the final construction plans. In order to get revisions that may make the widened road more appealing and safe, and protect the gateway into our downtown area, staff needs some outside assistance. Staff has identified several aspects for which we have in-house capabilities to prepare, but these are other pieces for which we need expert engineering and design input. NCDOT wants the Town's comprehensive list of design elements we wish to have included in their plans by end of 2016-early 2017.

CJ O'Neill has obtained a magnitude of cost estimate of \$50,000 from an engineering firm with past experience in accomplishing similar design elements.

The proposed scope of the engineering and design services being requested is attached, along with the list of design-related activities staff anticipates completing in-house.

Proposal/Solution:

CJ O'Neill will give more detail about these alternatives at your meeting on October 24. If Matthews Town Board agrees that the scope of services is appropriate and that the only way to get this level of expertise is to contract with an outside engineering firm, Town staff will send out a Request for Qualifications (RFQ) with the intent to get responses as quickly as possible, and to get the project underway in a timely manner.

Financial Impact:

In the range of \$50,000.

Related Town Goal(s) and/or Strategies:

Quality of Life

Transportation

Public Safety

Economic Development/Land Use Planning

Recommended Motion/Action:

Review the proposed scope of services for an outside engineering/design firm. Authorize staff to send out an RFQ for firms to respond. Staff can then determine the best match and return to your Board with a contract ready for Council approval.

Design Elements along John Street in Matthews – Engineering/Design Firm Scope of Services Request

Between Mecklenburg/Union County line and I-485:

- Identify locations for safe pedestrian/bicycle crossing(s) with or without signals; include general design layout (Z-path, direct 90^o crossing to road pavement, etc.). This will involve trip generation calculations.
- Offer alternatives (landscaping, hardscaping elements, signage, other) that may assist in discouraging vehicular speeding

Between I-485 and Charles Buckley Way:

- Identify location(s) and design of for safe and signalized pedestrian/bicycle crossing where multi-use trail changes from south to north side of widened roadway. This will involve trip generation calculations.
- Offer alternatives that may assist in discouraging vehicular speeding, including reducing roadway design speed
- Offer options for linear park setting on north side where all houses are shown as to be removed – lighting, and relocation of overhead electric wires and poles; may include underground electric, provision of buffer against established Fullwood Trace neighborhood

Between Buckley Way and Ames Street:

- Provide center median treatment options, including: possible ground cover in places; patterned/colored alternate paving material; narrow vertical elements to create a sense of boundary; lighting fixtures (pedestrian level and street lighting)
- Identify alternatives to large truck turn-around bulb area across from Buckley Way/Post Office
- Develop options for treatment of space between curb and sidewalk pedestrian flow area – to create a sense of separation without an in-ground planting strip
- Offer treatment options for crosswalks at Trade Street, including protected pedestrian refuges mid-way across John Street

Design Elements along John Street in Matthews – Town Staff Projects

Between Mecklenburg/Union County line and I-485:

- Design options for center median landscaping with lighting
- Design planting strip (between curb and sidewalk or multi-use path) landscaping treatment to increase the sense of separation between motorized vehicles and pedestrians/bicycles

Between I-485 and Charles Buckley Way:

- Design options for center median landscaping with lighting to indicate a transition area into historic downtown area
- Design planting strip (between curb and sidewalk or multi-use path) landscaping treatment; give special attention to remaining homes on south side

Design Aspects to be Included in a memorandum of Understanding with NCDOT

- Options for treatment of 4-way intersections, to allow full movement: McKee Rd, and Greylock Ridge Rd
- Redesign of center median between Trade and Ames Streets to allow full movements at Ames, and to reduce the likelihood of full taking of Plantation Animal Clinic