



Department of Public Works
Operations Division
Buildings and Fleet Services

Jeffrey J. Mantes
Commissioner of Public Works

James P. Purko
Director of Operations

Venu J. Gupta
Buildings & Fleet Services Superintendent

June 17, 2009

Attention:

Subject: Request for Proposal
Engineering/Architectural Services
for Repair/Upgrades to the
Milwaukee City Hall Wood Pile Foundations, Hollow Walk
System, and Water Recharge System
200 E. Wells Street
Milwaukee, WI

Enclosed herewith is a Request for Proposal (RFP) as referenced above. The project generally consists of engineering/architectural services associated with upgrades at the Milwaukee City Hall Building. Specifically, the City seeks proposals for design-phase, bidding-phase, and construction-phase services for repairs and/or upgrades to the Wood Pile Foundation, Hollow Walk System and Water Recharge System. Bidding for the construction of this project is anticipated to occur in the fall of 2010.

If providing the required professional services is of interest to your firm, please submit your proposal to me by 4:00 p.m. on Friday, July, 17, 2009.

The City will review all proposals and the most qualified consultants will be scheduled for interviews by mail. Negotiations will proceed with the selected consultant and a contract will be awarded for Task I of this project. At the completion of Task I (Investigation/Preliminary Engineering), the consultant will provide a final report from which the City will determine the specific scope of work and method of repairs for this project. Based on this re-defined scope of work and method of repair selected at the completion of Task I, the consultant will provide the City with a second revised/amended proposal for Design Services, Contract Documents, Bidding Phase Services and Construction Phase Services (Task II – Task V) to complete this project. It is the City's intent to negotiate an amendment to the contract with this consultant for the re-defined scope of work for Task II through Task V. If an agreement can not be reached with this consultant, the City reserves the right to negotiate a contract for Task II through Task V with the next most qualified consultant.

There will be a **mandatory pre-proposal submittal** meeting to review/discuss the RFP submittal requirements and answer any questions. This meeting will be in Room 102, Zeidler Municipal Building at 10:00am on July 7, 2009. If interested, a tour of the site will follow the meeting.

This RFP is issued by the City of Milwaukee, Department of Public Works, Commissioner's Office, and the Buildings and Fleet Services Section. The Buildings and Fleet Services Section is the sole point of contact for the City of Milwaukee during the selection process.

If there are any questions regarding the RFP, please contact Mr. Greg Kizevic at (414) 286-3733.

Sincerely,


Fpc: Venu J. Gupta, Superintendent
Buildings and Fleet Services



Jeffrey J. Mantes,
Commissioner of Public Works

Enclosures

GK:ejg

Cc: Jeffery J. Mantes
Venu J. Gupta
Paul R. Fredrich
Ronald A. Schoeneck
Ghassan Korban
Craig Liberto
Greg Kizevic
Central File

REQUEST FOR PROPOSAL
FOR REPAIR/UPGRADES TO THE MILWAUKEE CITY HALL WOOD PILE FOUNDATIONS,
HOLLOW WALK SYSTEM AND WATER RECHARGE SYSTEM

ENGINEERING/ARCHITECTURAL SERVICES

INTRODUCTION

The City of Milwaukee Department of Public Works (City) is issuing this Request for Proposal (RFP) for engineering services associated with upgrades at the Milwaukee City Hall Building (City Hall). Specifically, the City seeks proposals for design-phase, bidding-phase, and construction-phase services for repairs and/or upgrades to the Wood Pile Foundations, Hollow Walk System, and Water Recharge System.

BACKGROUND

General

Milwaukee City Hall is a masonry and iron structure that was constructed from 1894 to 1896. It contains approximately 256,360 sq ft on nine floors, including the basement. The building was officially designated a National Historic Landmark in 2005. The exterior of City Hall was restored from 2005 to 2008. City Hall continues to serve its original function.

City Hall is trapezoidal in plan with the narrow end terminating in a 393 ft clock/bell tower at the southern limit. An open space is located inside the wide arched openings of the south tower at grade. An approximately 15 ft wide sidewalk surrounds the north, east, and west elevations of the building.

Summary of Conditions and Recent Investigations

The City commissioned several studies over the past 10 yrs to assess the condition of the Wood Pile Foundations, Hollow Walk System, and Water Recharge System. The reports of the studies concluded that the systems are deteriorating and in need of repair or replacement. A brief summary of each system is described below. The actual conditions now may have changed since the reports were generated. The reports are available for further review; some of the primary findings are summarized below.

- Wood Pile Foundations: City Hall is supported by over 2,500 untreated wood piles that were installed as part of the original construction. Investigations at two locations estimated pile lengths at 23 and 27 ft, likely bearing on a sand and silt stratum. Two 3 in. layers of oak planking (grillage) are placed horizontally (on the flat) in alternating directions directly on top of the piles. The oak grillage supports granite pile caps, which support both the exterior walls and interior columns. Records indicate that the top of the timber grillage is at or below El. 0.00 ft Milwaukee City Datum (MCD), with the top of timber piles at approximately El. -0.50 ft (MCD) or below.

Survey data shows that City Hall is settling. Readings have been taken since 1986, with the largest magnitudes (up to 2 in.) at the northeast corner. Settlement appears to be a result of an ongoing, but slow, process of soft-rot fungal deterioration of the tops of the wood piles and grillage, resulting in crushing failures. The ongoing slow process of deterioration is most likely

independent of pile submergence. Slow-acting soft-rot decay, combined with bacterial and chemical actions, continuously deteriorates the timber foundations even where the WRS is functioning properly. In areas where the WRS is not functioning as intended, the deterioration process will probably be accelerated.

It is unknown when significant structural or architectural damage will occur. Based on available data, it may be as soon as 15 to 25 yrs, particularly in areas where the wood piles were not and currently are not constantly submerged.

- Hollow Walk System (HWS): Original City Hall drawings indicate that the vaulted sidewalk extended around the entire building perimeter except at the south tower. The vault consisted of brick masonry arches and columns supporting steel beams, which in turn supported one-way concrete structural sidewalk slabs. A stone-masonry retaining wall formed the exterior wall of the vaulted structure.

Starting in the 1920s, several renovations have been undertaken since the original construction, resulting in different sets of sidewalk-construction conditions. Many of the systems are elevated structural systems, and each is different, with various toppings and waterproofing systems that have been installed over time. Brief descriptions of the different construction types around the building perimeter are as follows:

Location	Approximate Renovation Date	Description	Approximate Area (sq ft)
West (northern half)	1928	Concrete joist system, spaced at approximately 1 ft-6 in. o.c. Hollow clay tiles were used to form voids between the joists.	2,000
East	July 1930	Concrete beam and column system with structural slab spanning between the beams. Beams spaced at approximately 6 ft-6 in. to 9 ft-0 in. o.c.	3,800
West (southern half)	September 1930		1,900
North	1945	Vaulted sidewalk was removed, and hollow walk was infilled with new slab-on-grade at sidewalk level.	1,800
South	-	No vault.	-

During renovations in the 1920s and 1930s, portions of the slab structure were replaced, but the masonry piers remained in service along with the perimeter stone wall.

Several sidewalk topping slabs exist above the structural slab. Dates of construction stamped in the sidewalk topping slabs range from 1977 to 2000. Multiple toppings exist at some locations, many with waterproofing membranes between layers.

A personnel tunnel connecting City Hall with the Zeidler Municipal Building is located at the basement level on the east side of the structure and extends under Market Street. A portion of the tunnel extends into and connects to the vaulted sidewalk.

The perimeter stone foundation wall has been in service since the original construction and requires maintenance to reduce water penetration and exposure to moisture.

The undersides of the structural slabs are in fair to poor condition, and there is moderate to severe water infiltration and deterioration throughout the HWS. Exposed reinforcing steel and other metal embedded in the concrete are also in fair to poor condition with localized areas of corrosion and the resulting concrete deterioration. The top of structural slab cannot be readily observed, but it is likely to be in similar or worse condition than the underside. The vaulted sidewalk structure is adequate to support a 250 psf live load.

- **Water Recharge System (WRS):** The WRS was constructed in 1954 and expanded in 1958. It is a network of perforated pipes placed in trenches that run adjacent to the building's wood pile foundations with the presumed intent of keeping the pile tops and timber grillage elements constantly submerged. The WRS is fed by a single potable water supply from the city through float-controlled water sources on the west side and northeast corner of City Hall. Submersion of timber in fresh water increases the service life of the wood by blocking the supply of oxygen, a necessary component for accelerated fungal deterioration. The WRS was designed with the intent of keeping the groundwater elevation at El. +1.00 ft MCD.

There are twenty-two existing observation wells monitoring water levels to provide an indication of whether or not nearby piles are submerged. The wells are instrumental in maintaining and evaluating the WRS. Results from a 2004 investigation indicate that only fourteen of the twenty-two wells work satisfactorily.

The reliability of the WRS to maintain water at the top of the grillage of all piles is low. Investigations show that seasonal variation of the groundwater level causes some pile groups and grillage away from the WRS trenches to become exposed to oxygen. The reliability of the WRS would also be increased by adding a redundant or backup water supply.

The City recently completed an historic renovation of the exterior of City Hall. The scope of work was based on drawings dated 2004 entitled "Milwaukee City Hall Historic Building Restoration." As part of this work, facade distress at the northeast corner of the building was repaired. The facade distress was in part due to settlement of wood pile foundation. The wood piles, WRS, and HWS were not repaired as part of this project.

PROJECT DESCRIPTION

General

Based on the results of the reports discussed above, this RFP consists of providing engineering services to develop design and contract documents, provide contract bidding services, and provide construction administration services to repair and/or upgrade City Hall's wood pile foundation, HWS and WRS. It is the City's intent that repairs to the wood pile foundations be made for a 100 year design life. The major project items are listed below:

- Wood Pile Foundations: Repair wood piles at the northeast corner of the building as a minimum, as well as other areas in need of immediate repair. Review the need, timeframe, and costs required to repair and/or stabilize remaining piles. Other items to be considered with the wood pile repairs are addressed in Task IIa.
- Hollow Walk System (HWS): Repair or replace the existing system (exterior walk, foundation wall, pilaster/beam/column, floor slab-on-grade). Provide temporary support/protection of active mechanical, electrical, and utility systems and include upgrades of same as indicated in contract documents. Other items to be considered with the HWS are addressed in Task IIb.
- Water Recharge System (WRS): Evaluate the existing WRS and repair, enhance, or expand areas of the WRS to protect timber piles and timber foundation grillage elements and improve reliability. Consider the use of a redundant water supply. (Task IIc)
- Other Related Work: These items are addressed in Task II d.

Support from the City

The City will provide access to the information listed below. Documents can be obtained in Room 602 of the Zeidler Municipal Building or by mail. Call Edie Greene at 414-286-3408 to request a copy by mail. The information furnished on the disc is a representative sampling intended to provide an overview of the project. The consultant will be responsible for reviewing existing City Hall drawings and information as part of Task I.

- “Investigation of Sidewalk and Vaulted Sidewalk Structure at Milwaukee City Hall,” by Wiss, Janney, Elstner Associates Inc. (WJE), 5 March 2003.
- “Timber Pile Investigation and Evaluation of the Water Recharge System for Milwaukee City Hall,” by Simpson Gumpertz & Heger Inc. (SGH), 23 March 2004. Appendix A of this report summarizes multiple documents reviewed as part of the investigation.
- Survey data of grades and water levels, by City Hall staff and Bloom Consultants, through 17 July 2008.
- City Hall Evaluation Reports & Recommendations, “Exposed Structural Steel – Basement Level”, Bloom Consultants – 2004.
- Milwaukee City Hall Building Restoration Drawings, 2004 (pages relating to grillage and sandstone lintel work as noted in “design” section).
- Various City Hall reference documents and drawings associated with previous repair and underpinning.
- Submittal Attachments A, B, C.

The City will perform the following:

- Facilitate any asbestos abatement work for this project.

- Administer the bidding process and construction contract development, with support from the consultant as described in this RFP.
- Reproduce final Contract Documents.
- City will review "front-end" documents (Division 0 – Bidding Requirements and Division 1 – General Requirements, including Summary of work) for the project. These documents shall be prepared by the consultant.
- Augment the administration of construction contract requirements by conducting daily observation of construction. The City will provide daily inspection reports to record weather conditions, work completed, contractors/staff and other workers on site (EBE, residency, and apprenticeship workers)

PROJECT TASKS

Task I – Investigation/Preliminary Engineering

Task Ia: Document Review: Review project documentation provided by the City to gain a thorough understanding of existing conditions and prior investigations. Review existing background information, including original architectural and structural drawings and specifications, past remedial work, and previous investigation reports. Understand survey data associated with building settlement and groundwater levels and apply the knowledge in a cost-effective repair/replacement design.

Task Ib: Site Investigation: Meet with the City and perform a site investigation to map existing conditions that will affect the design effort and impact the project drawings and specifications. Review interior/exterior conditions of the structure, locations of equipment and obstructions, and access restrictions. Interview City personnel to gain an additional understanding of available information and studies. Secure any permits required to perform any testing/investigative work. Perform any testing, excavation, test pits, soil borings etc. as deemed necessary. Use basis of investigation to perform tasks Ic through tasks If and to develop design repair options. Perform sufficient investigation to adequately develop contract documents for a 100 year design life repair/replacement approach for the wood piles after a repair option is selected. Field verify, as needed, the existing building dimensions, conditions, component locations, and features in creating accurate CAD design/contract document drawings.

Task Ic: Develop Scope of Work and Cost Estimates for Wood Piling: Use the results of your document review and site investigation (tasks 1a and 1b) to evaluate and correct the existing condition of the wood piles described in the design section and arrest further deterioration and settlement of City Hall. This project's goal is to provide a 100 year design life repair for any work done to the pile foundations. The intent is to determine the most efficient/cost-effective method of repair and to achieve this goal the consultant is to investigate three pile foundation repair methods for a 100 year design life. Repair or replacement options could include, but are not limited to, cut-and-post pile repairs, installation of mini-piles and grade beams, or other methods. Based on previous experience with similar projects, discussions with two contractors (with experience in repair of pile systems similar to that at City Hall), to provide value engineering and constructability, document review and investigation, the consultant shall recommend one method of repair that they feel is best suited for this project and

its unique conditions and site access, for a 100 year design life. Provide back-up data, rationale and methodology for this selection. Using the recommended method of repair, provide a cost estimate for construction and professional services for each of the following areas of repair: (See Attachment B)

- Areas identified that will likely require repairs immediately (such as the northeast corner of City Hall), or as determined by your investigation. (Task 1a and 1b)
- Areas identified that will likely require repairs in the next 30 years as determined by your investigation. (Task 1a and 1b)
- Areas identified that will likely require repairs in the next 65 years as determined by your investigation. (Task 1a and 1b)
- Areas identified that will likely require repairs in the next 100 years as determined by your investigation. (Task 1a and 1b)

In addition, evaluate the following areas and present repair solutions. See Task 1la for detail.

- Settlement cracks on interior walls of City Hall (6 accessible locations).
- Basement crawl space floor framing.

Task 1d: Develop Scope of Work and Cost Estimates for Hollow Walk System:

Use the results of your document review and site investigation (tasks 1a and 1b) to evaluate the existing condition of the (HWS) and determine what repairs/and replacements are needed. Develop a proposed work sequence to determine the most efficient/cost-effective method to proceed. Provide a construction cost estimate and professional services estimate for: A) complete replacement of the hollow walk system with a 65 year design life (exterior walk, foundation wall, pilaster/beam/column, and floor slab on grade) and B) complete replacement of the exterior walk only with repairs as needed; to the foundation wall, pilasters/beams/columns and floor slab, for a 65 year design life. Provide back-up data and rationale for repair type/s selected for the scope estimated. Provide a recommended method of repair/replacement for the hollow walk system based on your investigation. The majority of larger equipment in the hollow walk must remain operational and be protected during the work. Include upgraded lighting, fire protection and determine whether reuse of the existing sprinkler system is feasible.

In addition, evaluate the following areas and present repair solutions. See Task 1lb for detail.

- North/South sidewalks
- Sidewalk/foundation wall penetrations
- Ornamental metal grillage
- Sandstone lintels

- Stairways (Interior/Exterior)
- Anchors in granite
- Personnel tunnel between City Hall and Zeidler Municipal Building

Task Ie: Develop Scope of Work and Cost Estimates for the Water Recharge system. Use the results of your document review and site investigation (tasks Ia and Ib) to evaluate the existing condition of the WRS. Develop a scope of work, construction cost estimate and professional services estimate for any repairs/replacement and /or modifications to the water recharge system for a 100 year design life. Include any new monitoring wells that are determined necessary by the investigation. Provide back-up data and rationale for the scope of work determined for this estimate.

Each of the construction cost estimates (1c, 1d, 1 e) requested shall include a cost estimate itemized by specification section or trade, such as concrete, steel, masonry, timber piles, etc. Provide adequate backup data on quantities, unit costs, labor costs, equipment rental, general conditions, contingency and fees. Consider construction staging for the various areas of repairs listed above. For example, if the area of “immediate” repairs is performed, consider whether or not the completed repairs restrict the ability to conduct future repairs.

Task If: Other Related Work:

In addition, evaluate the following areas and present solutions. See Task IId for detail.

- Sustainability.
- Market Street Cul-du-sac
- Exterior Lighting

Task Ig: Report your findings: Upon completion of Tasks Ia through If, submit a final written report disclosing all of your investigation findings, define all proposed scopes of work, cost estimates, time frames and methodologies. Include in this report supporting detail and data for your recommendations, conclusions as well as a completed Attachment B. Provide 10 bound printed copies of the report and provide an electronic version in MS Office on an IBM compatible disk (include any document, spreadsheets, CAD drawings, etc.). This final report from Task I (Investigation/Preliminary Engineering) will become the property of the City of Milwaukee.

This report will assist the City in determining the specific project scope of work and the method of repairs for this project that can be completed at this time with the funds available. The City may use the report to request more funds to complete the work it deems necessary. This report will also be used to redefine the scope of professional services (design, contract documents, bid award and construction phase services) described in Task II through Task V.

Based on the re-defined scope of work and method of repairs selected, the City will negotiate amending the terms of the professional services contract for Task II – V,

based on available funding. The City will reserve the right to use this final report and all of its contents with any consultant that has provided a submittal for this project should the City fail to come to a negotiated amendment with the selected consultant who completed Task I.

Task I h: Amended Professional Services Cost Estimate: Using the direction given from the City for the method and scope of repairs for the (a) wood pile repairs, (b) hollow walk system and (c) water recharge system, provide a professional services cost estimate for Task II through Task V for each of these elements (a, b, c) listed in Task II. In addition, include a professional services cost estimate for Task IId - Other Related Work. (See Attachment C)

Task II –Design

Design shall include the following elements:

- Provide design development drawings
- Develop proposed work sequence for all work

Task II a: Wood Pile Repairs: Using design scope/direction given in Task Ig, develop drawings with recommended construction repair/s. Develop load-testing requirements for new structural elements. If wood piles are replaced with structural elements other than wood, then the WRS may not be in need of repair in those areas if wood foundation submersion is no longer required. Develop a long-term monitoring/cyclical maintenance plan to evaluate effectiveness of the repair system and maintain the wood pile system. Construction performed from inside the basement will be restricted by headroom requirements and by obstructions such as walls, equipment or active utilities. Other items associated with the wood pile repairs that are to be addressed:

- There are settlement cracks on the interior walls of City Hall. The following crack locations shall be evaluated, cause of crack determined and repair method presented. Crack locations are: at Water Street Entry – north wall; first floor at atrium near west drinking fountain; east and west sidewalls near entry to Treasurer’s Office on 1st floor; closet in northeast office on second floor and third floor Common Council Chambers – east side. (6 accessible locations)
- As part of the basement crawl space floor framing system (northern portion), a steel beam has deteriorated. Intermediate-support columns (steel pipes) appear to have buckled out of the vertical plane. There are other signs of beam instability, due to lack of either lateral support or bracing. Temporary shoring is in place. Review structural basement floor framing for the entire crawl space and develop permanent repair solutions. Clean and paint all steel as part of the repairs. There are three existing access points to enter the crawl space (Emergency Government, Treasurer’s Break Room, and northeast corner of Hollow Walk System). Evaluate whether more access points are needed

Task II b: Hollow Walk Systems (HWS): Using design scope/direction given in Task Ig, develop appropriate waterproofing and structural details. Develop proposed work

sequence. Design temporary support of electrical/mechanical equipment and determine lateral forces and support if needed for the foundation walls. The majority of larger equipment must remain operational and be protected during the work. Rerouting of minor infrastructure may be possible. Include upgraded lighting, plumbing, and HVAC design and incorporate in design development. Verify that new design will meet current live load and point loads for building code requirements. Review/verify with City the need for existing equipment to remain in hollow walk. Develop long term cyclical maintenance plan. Other items associated with the HWS that are to be addressed:

- North and South Sidewalks: The north and south sidewalk systems do not have vaults below. Sidewalks in these areas shall be replaced to match the east and west side sidewalk treatment. There were vaults under the north sidewalk at one time, but these have been filled in. Evaluate condition of existing cast metal sill at north elevation windows located on grade. Settlement may be occurring; replacement sidewalks shall be designed with appropriate compacted subgrade materials to prevent future sidewalk settlement.
- Sidewalks/Foundation Walls: Review/verify need for all existing penetrations.
- Ornamental Metal Grillage at Grade Level: Metal ornamental grillage is present on the east, west, and north elevations at the sidewalk level. Brick and concrete block have been used to infill old window locations behind the grillage. Repair work at grade will impact these locations at the perimeter. Restore all work consistent with the drawings from the Milwaukee City Hall Historic Restoration Project dated 2004 (Details 1/A300.01 and Note UP07, 2/A301.01, 7/A301.01, 5/S310.00). Add grillage to any similar locations at grade that do not have grillage at this time. Verify that any existing penetrations in the wall behind the grillage are necessary (vents, pipes, HVAC ducts etc.).
- Sandstone Lintels above Ornamental Grillage: Approximately nineteen sandstone lintels above/at metal grillage have cracks. Evaluate /determine cause of these cracks. Review proposed design repair method in 2004 City Hall contract documents (A/300.01 Note UP07, 5/S310.00) and provide recommendation.
- Stairways (Interior and Exterior): Investigate and evaluate all stairways (concrete and cast iron), landings, and railings from the basement of City Hall to the First-Floor Atrium level as well as from the exterior sidewalk (grade) to the First-Floor Atrium level. There are two exterior concrete stairs on the east side of City Hall leading to the basement. There are entry stairs on Market Street and Wells Street from grade to first floor. The entry stairs at Water Street go to the first-floor level as well as down to the basement. The stairs at Kilbourn Ave. (north elevation) are emergency exit stairs only from the basement to grade. Also evaluate existing doors and frames at these six locations, including the revolving door at the west entry. (Note: Concrete landing at exterior portion of Market Street entry has a granite slab below).
- Anchors in Granite Base: Remove existing anchors in granite at sidewalk level and repair (twenty anchors).

- Personnel Tunnel between City Hall and Zeidler Municipal Building: Review design and repair options for ongoing water leakage at the intersection of the west end of tunnel and east wall of the hollow walk. Review tunnel access from City Hall to the Zeidler Municipal Building and provide design to meet ADA requirements (i.e., grade/slope).

Task II c: Water Recharge Systems (WRS): Evaluate WRS and design repairs, enhancement, and/or replacement in areas where wood piles are not constantly submerged. Design trenches and piping. Design repairs/replacement for observation wells not operating properly and design new observation wells needed to increase reliability. Design redundant or backup water supply on east side of City Hall. Develop long-term monitoring/cyclical maintenance plan to confirm long term operability, effectiveness and to maintain the WRS.

Task II d: Other Related Work:

Sustainability: The design shall incorporate sustainability considerations where appropriate. Examples include, but are not limited to, the following:

- Water: The groundwater recharge system presently consumes potable water drawn from the City of Milwaukee public water supply. The design shall examine the feasibility of reducing or eliminating the use of city water to supply the recharge system.
- Materials: Use materials and systems that have reduced environmental impact relative to conventional materials and systems, without reducing other performance measures. Consider all major materials to be used in the work, including structural and waterproofing materials.
- Site: Address site sustainability issues in the sidewalk repairs and development of the Market Street cul-de-sac. Consider the following as a minimum: bicycle facilities, use of plantings to enhance user experience and provide other environmental benefits, storm water control, reduced heat-island effect, energy-efficient lighting and visitor center.
- Provide appropriate life cycle cost savings for incorporating sustainability items.

Market Street Cul-de-Sac/Plaza and Existing Park: The City is interested in permanently closing the south end of Market Street (at Wells Street) as part of this project. Include architectural and civil rendering of a proposed cul-de-sac/plaza, existing park to the east and streetscape at City Hall. Consider incorporating a visitor center and architectural elements salvaged from the City Hall Restoration Project. Review schematic landscape/streetscape options.

Exterior Lighting – Main Body of City Hall: Evaluate exterior lighting for the main body of City Hall from grade up to the eighth-floor gutter level. Include the interior of the porte-cochere at the south tower. Issue a report summarizing recommendations and provide a cost estimate.

Task III – Contract Documents (CD)

Based on city-approved design development drawings, prepare and provide Contract Documents (CD). Provide 50% and 90% completed CD submittals for City review and comment. Provide 100% CD at completion.

Provide the following at each submittal:

Task IIIa: Contract Drawings

- Prepare necessary architectural, structural, civil, HVAC, plumbing, and electrical drawings required to obtain competitive bids for reconstruction of HWS, water recharge system, wood pile foundation and other items listed in the design phase. Submit to the City for review and approval. The consultant shall prepare separate contract drawings for each design discipline covering all work required for this project. A Wisconsin Registered Architect and/or Professional Engineer shall seal the completed drawings.
- Furnish to the City the contract drawings as a complete set of computer-generated ink tracings suitable for colored reproduction.
- Prepare drawings to a scale not less than 1/8 in. = 1 ft-0 in., adequately dimensioned and noted to indicate clearly all work and include all appropriate plans, elevations, sections, details, and schedules.
- Deliver to the City electronic files of drawings and reproducible hard copy set of plans. Electronic files and hard copy sets shall become property of the City. The City shall have the right to reproduce or cause to be reproduced any or all of the electronic files or tracings and any supplementary drawings. The City has the right to adapt them for their own use in connection with similar future construction, without compensation to the consultant, and in such use hold the consultant harmless from any liability. (Note: Contractor shall supply a hard copy of as-built set of drawings for project and PDF of as-built set to City at completion of project)

Task IIIb: Project Manual (Specifications)

- Prepare separate detail project manual, supplementing the contract drawings, covering all work required for each design discipline. A Wisconsin Registered Architect and/or Professional Engineer shall seal the 100% completed project manual.
- Clearly describe, define, and identify the general conditions and requirements; the scope of the work for each discipline, required materials, products, and devices; the results to be obtained in the construction and installation of the work; and the sizes, capacities, and pertinent characteristics of all required fixtures, equipment, and accessories, etc.
- Research applicable codes and regulations and list those that apply to this project. As a minimum, consider noise, dust, traffic, public access/exiting, project phasing, contractor staging, common council meetings/special events, coordination with utilities and existing mechanical/electrical equipment presently in the hollow walk construction zone and its protection, and possible coordination/meetings with historical commissions.
- Consultant shall provide “Front End” documents (Division 0 – Bidding Requirements and Division 1 – General Requirements, including summary of work). In writing “front end” documents, the consultant shall review for possible

conflicting or missing information/requirements with that included in the main body of specifications. The City will provide a typical “front end” document to the consultant as an example in order to assist the consultant in writing the project manual. The City will review the “front end” documents prepared by consultants.

- Deliver to the City on an IBM-compatible compact disc of electronic files of the project manual. The file format shall be compatible with Microsoft Office 2003™ (or latest version), and the text shall be in 10 pt Arial font. Furnish to the City a colored paper copy of the project manual suitable for photocopy.
- Deliver to the City the electronic files and original project manual, with all corrections, addenda, and change orders approved by the Superintendent of Buildings and Fleet, upon completion or termination of the project. They shall become the property of the City, which shall have the right to reproduce or cause to be reproduced any or all parts thereof and adapt them for the City's own use in connection with similar future construction without compensation to the consultant and in such use hold the consultant harmless from any liability.
- Submit the project manual and contract drawings to the Plan Examination Section of the Development Center for plan review and obtain a “No Fee” building permit. Construction documents are to comply with ASHRAE STD. 90.1 - 2004 (energy code) and IBC/IBCE barrier-free code requirements as amended and adopted by the State of Wisconsin. Provide any required support/ calculation information.

Task IIIc: Project Cost Estimate

- Provide cost estimate at 50% and 100% completed CD by specification section or trade, such as concrete, steel, masonry, timber piles, etc. Break down costs for each design element, such as Wood Pile Foundations, HWS, WRS, etc. Provide alternate costs for alternate materials and/or alternate solutions or schedules where applicable. Provide adequate backup data on quantities, unit costs, labor costs, equipment rental, general conditions, contingency, and fees. City to provide estimate of their “soft costs” (City administration, inspection and other consultant services).

Task IIIId: Project Schedule

- Provide schedule for each of Tasks II - V (including sub-activities). Design, Contract Documents, Bidding Phase, Construction Phase. Provide a construction work sequence for Task V. This includes: Wood Piles, Hollow Walk System and Water Recharge System and other associated items.

Task IV – Bidding Phase Services

- Attend necessary meetings, including a pre-bid meeting with prospective bidders. Answer bidder questions. Write addenda required for project.
- Review and check the contractors' bids and render consultation and other such assistance as necessary requested by the City.

Task V – Construction-Phase Services

- Facilitate a pre-construction meeting with the City and construction teams to review the project scope of work, project budget, schedule, and overall project requirements.
- Set up meeting agendas and conduct Meetings to oversee and resolve design and/or construction-related problems. Record and distribute the meeting minutes.
- Monitor and evaluate the project's quality control, material procurement, budget, and schedule.
- Check, approve, and distribute all shop drawings and submittals required in the project manual. Provide three copies to the City.
- Answer construction-related contractor questions and provide appropriate verbal, written, and drawn contract document clarifications including those required for change orders.
- Visit the site at intervals appropriate to the stage of Contractor's operations to (a) become generally familiar with and to keep the Owner informed about the progress and quality of the portion of the work completed, (b) endeavor to guard the Owner against defects and deficiencies in the Work, and (c) determine whether the Work is being performed in accordance with the Contract Documents. Prepare field reports documenting contractor compliance with construction documents. Assume Engineer/Contractor/Owner meetings and field observations require an individual being on site a minimum of one day per week.
- Review, redirect, recommend, and record issues, change order requests, change orders, and payment requests submitted by contractors. Expedite and monitor these processes.
- Develop and review final punch list/s of construction correction items.
- Collect and deliver to the City all warranties, guarantees, and closeout documents (i.e., as-built drawings) required by the project manual.
- Facilitate review of completed construction work one month prior to expiration of warranties/guarantees, submitting consultant findings and recommendations to the City.

PROJECT BUDGET

The budget allocated to this project is \$14,700,000.00, which includes all project costs (including design and city costs).

PROPOSAL TIME SCHEDULE

Proposals are to be submitted no later than 4:00 p.m. on Friday, July 17, 2009. The City will review all proposals. The most-qualified consultants will be invited to interviews. A consultant will be selected after the interviews. Negotiations will proceed with the selected consultant, to arrive at a contract.

The successful consultant shall furnish a performance bond for 100% of the contract amount with the executed contract.

Work on this project shall commence immediately. The contract drawings and project manual shall be completed by September, 2010. It is anticipated that construction bids will be advertised in October, 2010.

ENGINEERING PROPOSALS

RFP Submittal Requirements

Prospective consultants shall submit the following information as part of their proposal. Submit these requirements in the order listed below to simplify the review of proposals:

1. Approach and understanding of the scope and intent for this project. All bidders shall perform a site walkthrough with the City to view the project conditions and general constraints.

2. Describe your scope of services and methodology for each task:

Task I Investigation/Preliminary Engineering

- Ia Document Review
- Ib Site Investigation
- Ic Scope for Wood Piles
- Id Scope for Hollow Walk System
- Ie Scope for Water Recharge System
- If Other Related Work
- Ig Report
- Ih Provide revised professional service fees based on the specific scope of work and method of repair determined after City receives the report. (Task Ig)

Task II Design

- Ila Wood Pile Repairs
- Ilb Hollow Walk System
- Ilc Water Recharge System
- Ild Other Related Work

Task III Contract Documents (50%, 90%, 100%)

- IIla Contract Drawings
- IIlb Project Manual
- IIlc Project Cost Estimate (50%, 100%)
- IIld Project Schedule

Task IV Bidding Phase Services

Task V Construction Phase Services

3. Provide a basis for determining the criteria for identifying areas that will likely require wood piling repairs: immediately, in next 30 years, in next 65 years and in next 100 years (Task Ic). Describe what determines the need for repairs and why. Describe how results from Task I will be used to develop criteria for final scope and method of repair for Tasks II – V.
4. Capacity to complete the project within the desired time schedule and the managerial method proposed to execute the work. Include the following:
 - Number of qualified professionals and managerial personnel committed to the project and their responsibilities.
 - Estimate of staff time involved with each task.

- Gantt chart with timeline for Tasks I through III. Include milestone completion dates.
 - Describe working relationship with subconsultants assigned to the project.
5. List of professionals (including subconsultants) and their areas of expertise relating to this project, including detailed resumes of key members and their relative experience on similar assignments.
 6. List of past projects of similar significance and scope. Identify client references, contacts, and telephone numbers.
 7. Approach and methodology for working with the successful contractor and managerial methods for managing the project during the construction phase.
 8. Fees for professional services for this project shall be submitted as a "Not to Exceed" dollar amount. Include the following:
 - Hourly rates for all persons expected to be assigned to the project team.
 - Overhead rates and any other expected charges, including reimbursables
 - Professional service cost estimate for Task Ia through Task Ih and Task II through Task V as shown/described in RFP Cost Submittal - Attachment A.
 9. Statement of no conflict of interest regarding the purpose of the project.
 10. Professional Liability Insurance Coverage for prime consultant: \$2,000,000 any one claim and in annual aggregate.
 11. Provide a drawing reflecting your conceptual approach for the cul-de-sac/plaza for discussion.
 12. In accordance with Chapter 360 of the Milwaukee code of ordinances, emerging business enterprise (EBE) participation of 18% in this project is a targeted goal. Indicate how this participation will be accomplished during the work. EBE participants must be certified by the emerging business enterprise program as a City of Milwaukee EBE. Information on the emerging business enterprise provisions is on the Department of Public Works Web site (<http://www.mpw.net>) under "official notices."
 13. Submit seven copies of proposal to the director of Buildings and Fleet Services by 4:00 p.m. on Friday, July 17, 2009. Mail proposals to

Mr. Venu J. Gupta, Superintendent
Buildings and Fleet Services
Room 602 Ziedler Municipal Building
841 North Broadway
Milwaukee, WI 53202

Consultant Organization

The control and supervision of all aspects of this project shall be under the direction of a project manager who has experience in the type of work to complete the project in an appropriate, timely, and proper manner. The project manager shall be assigned for the duration of this

project until all work has been completed or until the City agrees in writing that he/she may be replaced or removed.

A staff of competent engineers, architects, and technicians, adequate in number and experience to perform the scope of work herein described, shall be assigned for the duration of this project to accomplish the work within the stated time schedule.

Consultant Selection Criteria

Consultant selection will be based on, but not limited to, the following criteria:

- A. Design capability and philosophy.
- B. Understanding of the unique requirements of the project.
- C. Demonstrated ability to meet design/contract document schedule.
- D. Availability of key personnel and their qualifications/experience relating to work on this project.
- E. Experience in projects involving wood piling repairs/replacement.
- F. Schedule and budget performance on previous projects.
- G. Cost and value of services.
- H. Sustainability considerations.
- I. EBE participation. 18% minimum.
- J. Demonstrated interest in the project.

Rejection of Proposals

The Commissioner of Public Works reserves the right to reject any and all proposals.

PROCURING AND CONTRACTING AGENCY

This Request for Proposal is issued by the City of Milwaukee, Department of Public Works, Commissioner's Office, and the Buildings and Fleet Services Section. The Buildings and Fleet Services Section is the sole point of contact for the City of Milwaukee during the selection process. The contract resulting from this RFP will be a Two-Party Contract, consisting of the selected consultant and the City of Milwaukee, Department of Public Works, Commissioner's Office, and the Buildings and Fleet Services Section, and it will be administered by the City of Milwaukee.

P:\projects\CITYHALL\Structure\Hollow Walk RFP\rfpfinal3-30-09.doc

City Hall: Foundation Repair, Hollow Walk, Water Recharge RFP COST SUBMITTAL (Attachment A)

Work Task	Estimated Hours	Estimated Cost - Not to Exceed	
TASK I Investigation/Preliminary Engineering			
Ia. Document Review			
Ib. Site Investigation			
Ic. Wood Piling			
Id. Hollow Walk			
Ie. Water Recharge			
If. Other Related Work			
Ig. Report your findings			
Ih. Amended Professional Services Cost Est.- Task II - V			
Provide professional service estimates for the following tasks based on a wood pile repair method (for a 100 year design life), the complete replacement of the hollow walk system (for a 65 year design life) and water recharge system repairs (for a 100 year design life):			
Task II Design			
IIa Wood Pile Repairs			
IIb Hollow Walk System			
IIc Water Recharge System			
IId Other Related Work			
SUB-TOTAL:			
Task III Contract Documents			
IIIa Contract Drawings			
IIIb Project Manual			
IIIc Cost Estimate			
IIId Schedule			
SUB-TOTAL:			
Task IV Bidding Services			
Task V Construction Phase Services			
TOTALS:			
Note: Consultant shall be prepared to provide, at the City's request, a cost estimate breakdown of hours and dollars by staff member for each task.			
TOTAL SCHEDULE FOR TASK I THRU TASK V (in weeks)			

City Hall: Foundation Repair, Hollow Walk, Water Recharge TASK I SUBMITTAL (Attachment B)

Work Task To be included with Report Ig.	Professional Service Cost Estimate	Construction Cost Estimate	Total Cost
TASK I Investigation/Preliminary Engineering			
lc. Wood Piling			
Immediate repair work			
Repair work required in next 30 years			
Repair work required in next 65 years			
Repair work required in next 100 years			
Interior settlement crack repair			
Crawl space steel repair			
ld. Hollow Walk			
Complete replacement of hollow walk			
Exterior walk replacement and repairs			
North & south Sidewalks			
Sidewalk/foundation wall penetrations			
Ornamental metal grillage at grade			
Sandstone lintels above ornamental grillage			
Stairways (Interior/Exterior)			
Anchors in granite base			
Personnel tunnel between CH and ZMB			
le. Water Recharge			
If. Other Related Work			
Sustainability			
Market Street cul-du-sac			
Exterior lighting			
6/8/09 #10			

**City Hall: Hollow Walk, Water Recharge. Foundation Repair
TASK II - V CONTRACT AMENDMENT (Attachment C)**

Work Task	Estimated Hours	Estimated Cost - Not To Exceed	
<p>At the completion of Task I, the consultant will submit a report from which the specific scope of work and method of repair will be determined by the City for this project. Based on this re-defined scope of work and method of repair, Task II through Task V will be amended accordingly with the consultant to reflect the revisions. This estimate will be used as the basis for negotiating an amendment to the contract.</p>			
Task II Design			
Ila Wood Pile Repairs			
Iib Hollow Walk System			
Iic Water Recharge System			
Iid Other Related Work			
SUB-TOTAL:			
Task III Contract Documents			
IIIa Contract Drawings			
IIIb Project Manual			
IIIc Cost Estimate			
IIId Schedule			
SUB-TOTAL:			
Task IV Bidding Services			
Task V Construction Phase Services			
TOTALS:			
TOTAL SCHEDULE FOR TASK II THRU TASK V			
(in weeks)			
6/16/2009 #15			