



LOWER GWYNEDD TOWNSHIP MONTGOMERY COUNTY, PENNSYLVANIA

RFP FOR SITE/CIVIL ENGINEERING SERVICES

RESPONSES TO QUESTIONS

1. The property condemned by the Township that is to be the site of the public works building is much more square than the rectangular parcel used by the architect when he prepared his site plan. Is there a revised site plan for the preferred option?
 - a. The plan provided was part of a feasibility study performed for the Township and is a schematic site plan showing the necessary programming for the project. The property that is available for the project is smaller than the concept from the feasibility study. The property is 10.37 acres with sides that measure roughly 645 feet x 698 feet. The Site/Civil Engineer will be required to provide a survey for the project and concept planning which will provide for all necessary programming.
2. The Lower Gwynedd Township Request for Proposal states that "Site/Civil Engineer should coordinate and, if necessary, receive proposal from an environmental firm for all necessary environmental work and a geotechnical work for the project including but not limited to infiltration testing, borings, carbonate studies, Phase I ESA, etc." However, the Proposal for Public Project Management Services prepared by Boyle indicates that Boyle will identify qualified geotechnical, environmental, and construction testing firms and assist the Township with evaluating proposals and finalizing the selection. Should the proposal for Site/Civil Engineering Services include supporting geotechnical/environmental services, or will these services be solicited under a separate RFP by Boyle?
 - a. Lower Gwynedd Township will solicit separate proposals for the geotechnical services. The Site/Civil Engineer shall include environmental services (wetlands, Phase 1, EAS, etc.) and will play a vital role in assisting with preparing the RFP and coordination with the Geotech firm. Please identify these fees separately in your proposal.
3. Irrigation design noted in the RFP, is that in reference to stormwater management?
 - a. Correct, the soil conditions and infiltration rates have not been determined.
4. Will meetings be virtual or in person?

- a. Bi-Weekly Design meetings will be in-person for the most part. Some meetings may be virtual. It will be acceptable to attend some meetings virtually should you have periodic conflicts.
5. How many meetings should we account for in Schematic Design & Design Development Phases?
 - a. A schedule was provided. Meetings will be bi-weekly.
6. Construction document phase - are bi-weekly meetings virtual or in person?
 - a. See response to meetings above.
7. Is the contractor preparing the as-built plan for our review or are we supposed to prepare the as-built based on information provided by contractor?
 - a. Contractors are to provide as-built plans for review by the engineer; however, in your proposal you should provide whatever as-builts are necessary to close out the NPDES permit.
8. Will we be required to attend RACP facilitation meetings? If so, how many?
 - a. There may be a need to attend one or two meetings; however, coordination will be needed on documentation. Identify these fees separately on your proposal.
9. Are existing utility available at the site? Is it public water and sanitary?
 - a. This is a green field; utilities are near the site but are not located on the site.
10. Storm sewer at the site?
 - a. This is a green field; utilities are near the site but are not located on the site.
11. Is the proposed public works facility layout generally consistent with design concept in the "2024 PW Facility Feasibility & Needs Assessment" document (attached) that was on the LGT website? It depicts a Draft Design Concept #2d, which provides 40,400 s.f. of enclosed buildings and 4,200 s.f. of covered areas on the 10.4 acre parcel.
 - a. Yes; however, during schematic design, the site layout could be modified based on programming requirements. The property that is available for the project is smaller than the concept from the feasibility study. The property is 10.37 acres with sides that measure roughly 645 feet x 698 feet.
12. Section III (2) (b) the RFP states that mapping shall extend 200 feet beyond the project site and Section III (3) it states that a utility locating service shall be used to trace, mark and record known utilities within the surveyed area. Is our surveyor responsible for locating utilities located along the back side of the Giant Shopping center or just public

utilities located in or adjacent to Moore Drive. There are a significant amount of utilities located on the Giant Shopping Center site that could be expensive to locate.

- a. The utility survey to be provided shall include all utilities within the 200' requirement. We will need to determine where we can connect to public utilities and where private utilities may interfere with our connections. The method used to gather this information is the respondent's decision.

13. Section V (B) states that a professional engineer shall be the project manager. Can a differing licensed professional (Landscape Architect) with extensive professional experience related to the RFP meet this requirement? Licensed engineers would still be members of the team and provide support, as necessary.

- a. The project manager may be a different licensed professional as long as the appropriate professionals sign and seal the plans as required by Pennsylvania. Please provide the resume of the individual you would like to be the project manager with your firm.

14. Are any roadway maintenance or improvements for Moore Drive included in this project?

- a. Moore Drive improvements may be part of the scope of work. This service should be identified separately on your proposal, as an alternate design item.

15. Can it be assumed that required utilities (water, sanitary sewer, electricity, natural gas, telecom) will be available at the project property limits? (Either existing or will be extended as part of another project)

- a. No, do not assume utilities are available at the property line. Part of your proposal is to provide a survey and to locate all utilities within 200 feet of the site. The Site/Civil Engineer will be responsible for utility work (stormwater, sewer, water, gas) associated with the project. This includes coordination, design and the connections to the utilities.

16. Should it be assumed that additional landscaping will be required to create a visual buffer between the proposed facility and the residential area to the north?

- a. Landscaping shall be per the township ordinance, and the Township does envision a landscaping buffer to the north, as shown in the concept plan.

17. Will new utility easements be required to be written as part of the surveying scope?

- a. This is to be determined and depends on where the appropriate utilities are located off site. Yes, if utility easements are required based on the design.

18. Will the fuel depot include an underground storage tank? Will the civil engineer need to design the fuel storage or other aspects of the fuel depot, or will this be handled by the architect and/or MEP?
- The fueling station will be included in the Civil Engineers Scope of services, it is anticipated that an underground fuel storage tank will be provided. This fueling station is for all township vehicles. The fee for this shall be identified separately on your proposal, please show as an alternate proposal item.
19. If a pump station is required for sanitary sewage, is this part of the MEP scope of work?
- The final building and site design has not been determined. Should a sewage pump be required, the design of the system will be a separate consultant's responsibility, however, the civil engineer will be responsible for the site-related portion of the design and coordination with the pump station design consultant (gravity and/or force main distribution lines).
20. Do you have a specific format or document we should use for the fee, or should we just create our own based on your requirements?
- We do not have a specific format for the fee schedule. Please provide a breakdown as specified of your services.
21. The RFP calls for : "The Site/Civil Engineer should coordinate and, if necessary, receive proposals from an environmental firm for all necessary environmental work and geotechnical work for the project including but not limited to infiltration testing, borings, carbonate studies, Phase I ESA, etc." Our question is if the borings noted are for infiltration purposes? Will the architect/structural engineer perform the proposed building foundation borings required for the structural design? If the site engineer is responsible, can you supply the number and depth of the proposed borings.
- Lower Gwynedd Township will solicit separate proposals for the geotechnical services. The Site/Civil Engineer shall include environmental services (wetlands, Phase 1 EAS, etc.) and will play a vital role in assisting with preparing the RFP and coordination with the Geotech firm. Site/Civil Proposal shall identify these fees separately on your proposal. No, the Civil Engineer will not perform the borings, but they will work with the Structural engineer to determine the number and assist with determining the locations of the borings and test pits. Borings are needed for foundation design but not for infiltration testing, that is a different type of testing conducted by the Geotech firm.
22. The proposed rendering shows a retaining wall around portions of the site. Is the design of this wall included in the Site/Civil Engineer scope of work?
- The information provided is schematic in nature. The final design shall be developed with the Architect and Civil Engineer of record. If site walls are to be

included with the project, the Civil Engineer will be responsible for the design of the site wall. Please identify the costs of the retaining wall design as an alternate add item in the proposal.

23. Does the Township own or have rights to discharge into the existing storm system in Moore Drive and or Spring House Village Shopping Center?
 - a. The Township will be required to follow all required land development processes as any other developer is required.
24. Is the Site/Civil Engineer responsible for any "off-site" utility work associated with the project?
 - a. The Site/Civil Engineer will be responsible for utility work (stormwater, sewer, water, gas) associated with the project. This includes coordination, design, and the connections to the utilities.
25. Section A1 & A2 on page 2 of the RFP contains the survey requirements, should the survey be an ALTA/NSPS certified survey? If so please complete the Table A form attached. The form attached includes the requirements we suggest for this type of development.
 - a. ALTA certification is not required. If at some point, it is determined to be needed, the Township will negotiate a fee for ALTA.
26. Section A3 on page 3 describes Utility Locating, please confirm that the extent of GPR should be the entire site and the right of ways on both sides of Moore Drive. If the GPR testing is at our discretion we would choose just right of ways on both sides of Moore Drive as the parcel appears to have never been developed.
 - a. Survey information shall be provided up to 200 feet from the property in all directions. How the survey is completed is at the discretion of the surveyor.
27. Section B references that water, sewer, and all utility approvals shall be obtained by the civil/site engineer. If the municipality has any underlying information regarding the water/sewer system that would be greatly appreciated.
 - a. This shall be provided to the selected firm.
 - i. For instance, if the local sewer authority has capacity for this development, is the local sewer treatment plant in good condition or if a sewer facility planning module through the DEP is required?
 1. This shall be coordinated with the selected firm.

- ii. Is public water available surrounding the site? Should the civil/site engineer include a Hydrant Flow Test to better understand the existing water pressure around the site.
 - 1. The municipal water authority shall perform a flow test, in coordination with the Site/Civil Engineer.

28. Section B1d on page 5 references RFI and submittal reviews. The anticipated project timeline is May 2027 to April 2028 approximately twelve (12) months. We anticipate the review of twelve (12) RFIs and twelve (12) submittals. If we exceed this number of reviews we will produce a change order for this additional service. Please confirm this is acceptable.

- a. This is not acceptable. All services to complete the work shall be included in your proposal, including responses to ALL RFI's and all Submittal reviews.

29. Section B1d.viii on page 6 references the development of final as-built drawings. It is difficult to determine as-built effort at the conceptual level. We will reference the selected concept plan in the presentation on page 11 of 19 to estimate a cost to complete an as-built survey.

- a. The Civil Engineer shall be responsible for providing the as-built documents for the NPDES permit closeout. The construction as-builts will be provided by the contractor for use by the Civil Engineer.

30. Per page 2 of the RFP – the township was awarded two grants for the project: \$1.325mm Redevelopment Assistance Capital Program (RACP) grant and \$0.750mm Local Share Account Grant. Page 10 of the RFP states that the fee breakdown should include Grant Compliance work. We reviewed Appendix C – RACP Compliance Requirements and are unsure how civil/site will assist with the grant requirements. Please provide more context if available.

- a. There may be a need to attend one or two meetings; however, coordination will be needed on documentation. Identify these fees separately on your proposal.

31. The proposed land development will increase the overall traffic counts on Moore Drive. Should the civil/site engineer provide a price for a traffic impact assessment (TIA)? We do not anticipate a PennDOT Highway Occupancy Permit (HOP) for the development as the nearby roads are not state routes. The TIA will determine if upgrades to the local intersections are needed.

- a. A TIA is unlikely to be required for this project. Since Moore Drive is owned and maintained by the Township, a HOP is not required from Montgomery County or PennDOT. The trips generated by the existing public works facilities will be redistributed to the roadway network to/from the proposed facility, so the Township does not anticipate constructing off-site traffic improvements.

Respondents should include a separate fee for a site access evaluation that includes a sight distance analysis for all proposed driveways and an auxiliary (left-turn/right-turn) lane warrant analysis.