

**City of Dunwoody IWQ 16-01  
Village Creek Drive Hydrology Study**

**1. BACKGROUND**

The City of Dunwoody plans to install sidewalks on the east side of Village Creek Drive. The city is seeking cost proposals from qualified consultants to provide a Stormwater Management Report to meet the city's stormwater management requirements outlined in the city's *Transportation Project Plan Review Policies and Procedures* document. The sidewalk will be constructed by the city's on-call contractor, Georgia Development Partners without formal plans.

**2. GENERAL SCOPE OF WORK**

- 2.1. It shall be the Consultant's responsibility to analyze the pre- and post-construction stormwater conditions, prepare a report of the findings, and provide any design recommendations to meet the city's stormwater requirements.

**3. SPECIFIC SCOPE OF SERVICES**

- 3.1. The typical section of the proposed sidewalk will consist of a 2' landscape buffer with 5' sidewalk. A 4:1 maximum, cut/fill slope is desired but may be steepened to 2:1 outside of grassed lawn areas.
- 3.2. The consultant should provide a proposal to provide an approved Stormwater Management Report. The tasks include but are not limited to the following:
  - 3.2.1 Review available data including, City GIS. Consultant is to use City's GIS information to the extent practicable.
  - 3.2.2 Collect survey data needed to design and permit the project including any downstream survey and structure inverts required for the design of the stormwater management system.
  - 3.2.3 Locate centerline of "Waters of State" within 150' of project.
- 3.3. The study shall be prepared by or under the direct supervision of licensed design professionals. A Professional Engineer licensed to practice engineering in the State of Georgia, shall seal the final plans. Their seal on the drawings shall represent certification that the design meets all applicable codes, is of good engineering practice and standards, and includes no Design Exception or Design Variances.
- 3.4. Projects with over one (1) acre disturbed or more within the City of Dunwoody have to be submitted to the Georgia EPD for Erosion Control plan review and permitting.
- 3.5. It is anticipated that the construction limits will remain within the existing right of way.
- 3.6. The city's *Transportation Project Plan Review Policies and Procedures* document may be downloaded here: <https://dunwoodyga.sharefile.com/d-sb0ca4b389b740ed8>

**4. PROPOSAL FORMAT**

- 4.1 Cost proposals should be submitted in letter format with a brief description of qualifications, availability, and identification of the key project personnel.
- 4.2 Cost assumptions should be clearly outlined.

- 4.3 Should the submitter find there to be tasks not included in the above scope that would benefit the city during the design phase of this project, they are encouraged to state these additional tasks within their proposal. Provide the fee for any additional suggested task as well as a brief statement of their benefit.
- 4.4 Brevity is appreciated. A five page maximum is requested.
- 4.5 Any questions should be directed to John Gates, Purchasing Manager at 678-382-6750 or [john.gates@dunwoodyga.gov](mailto:john.gates@dunwoodyga.gov).
- 4.6 Proposals should be submitted via emailed .pdf to John Gates no later than 2:00pm, January 29, 2016.