REQUEST FOR PROPOSAL

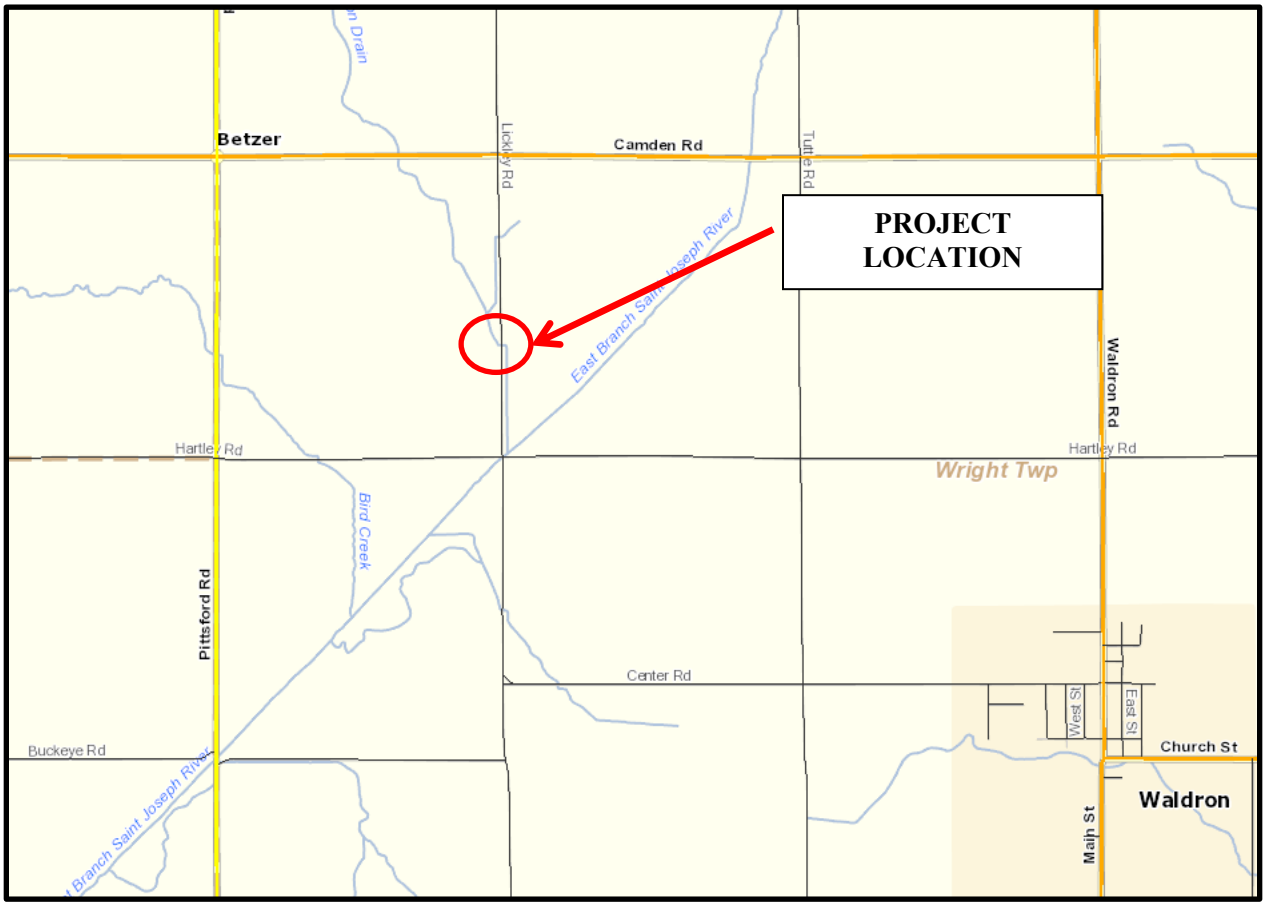
LICKLEY ROAD BRIDGE
OVER NEWTON DRAIN
BRIDGE REPLACEMENT PROJECT

Structure #3370

Hillsdale County Road Commission
1919 Hudson Road
Hillsdale, Michigan 49242
517-437-4458

PROJECT LOCATION

FOR THE
LICKLEY ROAD OVER NEWTON DRAIN REPLACEMENT PROJECT
T8S, R1W, Sections 29 & 30, Wright Township, Hillsdale County



Request for Proposal (RFP) for
Design & Construction Assistance Engineering Services

Bridge Replacement for:

Lickley Road over the Newton Drain
Structure #3370
Federal ID No. 30328A00015B010
T8S, R3W, Sections 29 & 30, Wright Township, Hillsdale County

SUMMARY AND BACKGROUND:

The Hillsdale County Road Commission (HCRC) is currently accepting proposals for design engineering and construction assistance services for the proposed replacement of the Lickley Road bridge over the Newton Drain. This structure has been approved for funding through the Michigan Department of Transportation (MDOT) Local Agency Programs. The design must be in accordance with the Federal Highway Administration (FHWA) and MDOT standards and specifications. The proposal must include all necessary work for plan and proposal acceptance by the HCRC and MDOT.

PROJECT DESCRIPTION:

Lickley Road over the Newton Drain (STR 3370) is a single-span steel multi-stringer I-beam bridge with a concrete jack arch deck and monolithic concrete wearing surface. The structure was built in 1920 and is located 0.3 miles north of Hartley Road. The current span is 24.9 feet. Funding was assuming a structure 35 feet long x 36 feet wide. The structure is open to traffic, but load posted. The proposed work for this structure includes full replacement. The selected consultant will be responsible for completing all design tasks and construction assistance tasks as outlined in this RFP. This structure has been approved for $1,611,000 in funding through the MDOT Local Bridge Program for fiscal year 2028 construction.

Scope of Services

Provide a proposal for design engineering, construction assistance, and related services. The final proposal and plans must be completed and approved by the HCRC and MDOT for a **November 2027 bid letting**. The scope of work included within the preliminary engineering proposal shall include, at the minimum, the following:

Topographic & Hydraulic Survey

Topographic and hydraulic survey as needed to support the bridge design services. This work may include, but is not limited to, structure survey, road alignment, property lines of adjacent riparian owners, river and flood plain cross sections necessary to develop hydraulics for ELGE permit, topography, permits, etc. Any survey work completed shall utilize Northing and Easting coordinates in NAD83 Michigan State Plane South – International Feet. NAVD88 elevations shall be used.

Geotechnical Subsurface Investigation

Soil borings for substructure investigation and capacity analysis will be the full responsibility of the consultant, including necessary traffic control, and shall be included in the proposal. Soil borings shall be included on the plans and include any gradation test results, shear tests, etc. Soil borings shall be made for each substructure location. The consultant will provide the log of boring details and a geotechnical report, with foundation recommendations to the HCRC.

For the purposes of this proposal, the consultant should assume a total of 2 borings at a depth of no more than 60 feet each. If necessary, the cost associated with additional depth of borings beyond 60 feet will be paid for at a $/foot unit price after approval by the HCRC. The consultant should include this additional $/foot cost in the proposal for information only.

Utility Investigation

The consultant shall identify utility conflicts and coordinate with and inform all utilities of the proposed work that may impact existing facilities. Copies of the preliminary design shall be sent to the various utilities found within the project limits for their review of utility location and for their comments on the need for any utility relocation. The consultant shall conduct a meeting with all affected utilities, if requested, to coordinate any required relocations.

USACE/EGLE Joint Permit

The consultant shall be responsible for completing the USACE/EGLE Joint Permit application, along with supporting sketches and other documentation as required by USACE/EGLE for this project. If a permit is required, the consultant will submit the permit application via the EGLE MiWaters database on behalf of the HCRC.

SHPO Clearance

The consultant is responsible for completing the SHPO review and determination of impact to historic properties based on the proposed scope of work. The consultant is required to follow the MDOT LAP new Section 106 review process.

NEPA Clearance

All work associated with NEPA requirements and guidelines including potential public involvement and threatened and endangered species review, must also be considered in the proposal. Lickley Road has been identified as an area of concern for threatened and endangered mussels per Threatened Endangered Mussels Locations Delta thru Hillsdale.pdf. The costs associated with completion of a mussel survey and relocation/monitoring of mussels must be included in the consultant's costs associated with this proposal.

Submittal to MDOT, including the Local Agency Environmental Clearance form 5323, must be completed in a timely manner to avoid delays in the project schedule.

Asbestos Investigation

The consultant is responsible for investigating and identifying asbestos material in the existing bridge deck. If asbestos is present, information must be included in the bid documents for the contactor's information and mitigation measures will be required during construction.

Right-of-Way Submission

No right-of-way plans or easements are anticipated for this proposal. The proposed structure should be designed to avoid the need for permanent right-of-way acquisition if at all possible. If additional right-of-way plans or easements are required, they will be generated through a mutually agreeable extra, based on time and materials.

MDOT Programming Application

The consultant shall assist with completion of all technical sections of the MDOT Programming Application. The HCRC will complete all other portions of the application and submit to MDOT when complete.

Hydraulic & Scour Analysis

The consultant is responsible for completing the hydraulic analysis as required by EGLE for permitting. In addition to the hydraulic analysis, complete a Level 1 and Level 2 scour analysis. Any scour analysis results are to be submitted to the HCRC for inclusion in their bridge files.

Bridge and Roadway Design

Complete all plans, specifications, and cost estimates as required for each submittal to MDOT. All work shall be completed in accordance with MDOT Local Agency Programs requirements and the 2020 edition of the Michigan Standard Specifications for Construction.

The design must be in accordance with the Federal Highway Administration (FHWA) guidelines, MDOT standards and specifications for structure replacement projects, and HCRC guidelines. The structure design must meet HL-93 Modified live loading requirements, MEGLE permitting requirements, and clear roadway width configuration (lane and shoulder widths) as required by AASHTO, MDOT, and the HCRC.

Type, Size, and Location

Prepare and submit type, size and location (TS&L) plans using the most current MDOT TS&L requirements, specifications, and an estimate of probable construction costs to the HCRC and MDOT for review, comment, and approval.

Preliminary Design

Prepare Preliminary Plans including engineer's opinion of cost, special provisions, and additional information as required to meet MDOT and HCRC standards. All comments received at the TS&L stage are to be incorporated into the preliminary plans. Submit to the HCRC and MDOT for approval.

A preliminary project cost estimate shall be prepared using current unit price estimates from MDOT. This estimate shall be submitted with the preliminary plans.

Grade Inspection Meeting (G.I.)

The consultant shall attend a meeting with the HCRC, Utility Companies, & MDOT to review the preliminary plans.

Final Design

After all the preliminary design comments have been received from the HCRC, the various utilities, and all other pertinent agencies, final plans shall be developed incorporating all of the comments into the plans. In the event that any of the comments conflict the final decision on the comments shall be determined by HCRC. The final plans shall meet all MDOT requirements. The final submittal shall include the completed plans, details, special provisions, supplemental specifications, and a final cost estimate.

Final Review Submittal

After the final plan submittal has been reviewed by the HCRC, any comments shall be added to the plans and specifications. The final plans, specifications, special provisions, and estimate of costs shall be submitted to MDOT.

Structure Load Rating

Provide preliminary AND final load rating calculations and documentation in accordance with current MDOT, FHWA, and AASHTO practices, guidelines, policies, and standards. Load ratings must be completed for all Michigan legal and overload vehicles, use the appropriate load rating analysis method (LFD or LRFD) based on date of construction, and meet all current MDOT and FHWA requirements.

The load rating is to be performed using the current version of the AASHTO Bridge Rating software (AASHTOWare_BrR). The MDOT Assumption and Summary forms must be completed and all documentation necessary to meet the requirements of MDOT Bridge Advisory, BA-2019-03, will be uploaded to the MDOT MiBridge database by the responsible load rating engineer.

Electronic and/or hard copies of all load rating files and documentation are to be made available to the HCRC upon request for their bridge files.

Construction Assistance

Full construction engineering services will not be required for this project. Only the following construction assistance services will be required:

- Assist with questions during bidding.
- Attend the Pre-Construction meeting to address questions or concerns.
- Review and approve any shop drawings.

Schedule

The selected consultant will be responsible for completing all work described in this RFP in accordance with the MDOT Local Agency Planning Guide in order to submit an approved bid set to MDOT for bidding in the MDOT bid letting for November 2027.

Available Information

The HCRC will provide all existing structure information to the selected consultant, including existing plans, the most current Bridge Safety Inspection Report (BSIR), Structure Inspection & Appraisal form (SI&A), and any existing load rating information, if available.

PROPOSAL:

Please provide the following information in your proposal:

1) Understanding of Service
2) Proposed design schedule, including milestone submittals, to meet the desired MDOT bid letting date.
3) Consultant Fee for design engineering and construction assistance work in the following format:

Lickley Road over the Newton Drain

Not to Exceed Cost for Design Engineering & Construction Assistance	$_____
SHPO	$_____
NEPA	$_____
Mussel Survey	$_____
Mussel Relocation & Monitoring, if necessary	$_____
Total Fee, not to exceed cost of services:	**$_____**
Cost per foot for additional soil boring depth (for information only)	$_____

Proposal Submittal:

This proposal is due on **Thursday, April 2, 2026 at 3:00 p.m.** The proposal can be delivered to the Hillsdale County Road Commission at 1919 Hudson Road, Hillsdale, MI 49242 or emailed to me at bobg@hillsdalecrc.org. If you have any questions please feel free to contact me (517) 437-4458.

The Hillsdale County Road Commission reserves the right to accept or reject any or all quotes or any part of same, to waive irregularities and/or informalities and to award in part or entirety as may appear in the best interest of Hillsdale County Road Commission.

Robert Griffis,
Manager
Hillsdale County Road Commission

STR 3370 BRIDGE SAFETY INSPECTION REPORT

Facility	Latitude / Longitude	MDOT Structure ID	Structure Condition
LICKLEY ROAD	41.7442 / -84.4576	30328A00015B010	Critical Condition(2)
Feature	**Length / Width / Spans**	**Owner**	
NEWTON DRAIN	24.9 / 16 / 1	County: Hillsdale(30)	
Location	**Built / Recon. / Paint / Ovly.**	**TSC**	**Operational Status**
0.3 MI N OF HARTLEY RD	1920 / / 1920 /	Jackson(15)	P Posted for load(07NNNN)
Region / County	**Material / Design**	**Last NBI Inspection**	**Scour Evaluation**
University(6) / Hillsdale(30)	3 Steel / 62 Multi Str Jack Arch	10/28/2025 / 9RHA	3 SC - Unstable

NBI INSPECTION 9RHA

Inspector Name	Agency / Company Name	Insp. Freq.	Insp. Date
Ryan Worden	Scott Civil Engineering	12	10/28/2025

GENERAL NOTES

Posted at 7 tons. Cross sections taken in 2019 & 2022. Take cross-sections at the next inspection. Selected for replacement in 2028.

Weight limit signs in place on both ends of bridge	YES
Weight limit shown on signs at bridge	07nnnn
Required advance warning weight limit signs in place	YES
Weight limit shown on advance warning signs	07nnnn

DECK

	11/23	11/24	10/25	
1. Surface (SIA-58A)	5	5	5	Deck 100% covered with new limestone gravel. Deck cracking below is leaking on to beams. (10/25) Deck 100% covered with new limestone gravel. Deck cracking below is leaking on to beams. (11/24) Deck 100% covered with gravel with some potholes. Previously noted: some cracking and spalling noted in the exposed area along east reference line. Gap noted at the end of deck in the SE corner, about 1" wide and 6" long, gravel spilling through gap. (11/23)
2. Expansion Joints	N	N	N	(10/25) (11/24) (11/23)
3. Other Joints	N	N	N	(10/25) (11/24) (11/23)
4. Railings	4	4	4	W-beam panel with steel post (type A guardrail), rail is rusting, bent panel at NW end. Posts rusting with scale at deck line. Hole forming in flange of south post on west side. Post supports are welding to failing channels. Rails provide little crash resistance. (10/25) W-beam panel with steel post (type A guardrail), rail is rusting, bent panel at NW end. Posts rusting with scale at deck line. Hole forming in flange of south post on west side. Post supports are welding to failing channels. Rails provide little crash resistance. (11/24) W-beam panel with steel post (type A guardrail), rail is rusting, bent panel at NW end. Posts rusting with scale at deck line. Hole forming in flange of south post on west side. Post supports are welding to failing channels. (11/23)
5. Sidewalks or Curbs	N	N	N	(10/25) (11/24) (11/23)

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6. Deck Bottom Surface (SIA-58B)	3	3	3	Jack arch. In outside bays, loss of concrete section along the length of fascia channels at the flanges. Interior bays have hairline cracks with efflorescence throughout, Full length longitudinal crack along top of bay 2E arch. Large cracks and spalling in jack arch concrete over abutments, newer concrete filled in most of the end spalls. Nearly all CMP formwork is gone. Honeycombing along beam flanges. Deck cracks are leaking on the beams. (10/25) Jack arch. In outside bays, loss of concrete section along the length of fascia channels at the flanges. Interior bays have hairline cracks with efflorescence throughout, Full length longitudinal crack along top of bay 2E arch. Large cracks and spalling in jack arch concrete over abutments, newer concrete filled in most of the end spalls. Nearly all CMP formwork is gone. Honeycombing along beam flanges. Deck cracks are leaking on the beams. (11/24) Jack arch. In outside bays, loss of concrete section along the length of fascia channels at the flanges. Interior bays have hairline cracks with efflorescence throughout, Full length longitudinal crack along top of bay 2E arch. Large cracks and spalling in jack arch concrete over abutments, newer concrete filled in most of the end spalls. Nearly all CMP formwork is gone. Honeycombing along beam flanges. Deck cracks are leaking on the beams. (11/23)
7. Deck (SIA-58)	3	3	3	Jack arch deck. Deck bottom is cracked throughout with delaminated concrete. Spalled full length along both fascia channels, resulting in loss of concrete arch support. Deep cracks in concrete over south abutment, some spalling over each abutment. Center of arches (apex) are cracked full length. (10/25) Jack arch deck. Deck bottom is cracked throughout with delaminated concrete. Spalling full length along both fascia channels, resulting in loss of concrete arch support. Deep cracks in concrete over south abutment. Concrete spalled off full length along each fascai channel. (11/24) Jack arch deck. Deck bottom is cracked throughout with delaminated concrete. Spalling full length along both fascia channels, resulting in loss of concrete arch support. Deep cracks in concrete over south abutment. (11/23)
8. Drainage				Over the edge. (10/25) Over the edge. (11/24) Over the edge. (11/23)

SUPERSTRUCTURE

	11/23	11/24	10/25	
9. Stringer (SIA-59)	3	2	2	Jack arch beams. End 2-3ft of beams have heavy scale/pack rust along bottom flange. Webs intact where visible, significant section loss at south end. Bottom flange nearly gone at south back wall, each interior beam. Mid-span measurements B2W-0.15"E, 0.325"W, B3W-minor, B4W-0.30"E,0.247"W, B5W-0.225"E, 0.30"W, B6W-0.37"E,0.23"W, Original flange S-shape thickness 0.35/0.728", 5" wide. Top flanges and webs embedded in concrete. Fascia channels have heavy rust and scale along full length. Holes in east fascia bottom flange at midspan. 48"x2" hole in east fascia web at south 1/4 span. 5 holes in west fascia web: up to 1.5' long by 3-4". Measurement is 30" from fascia to first interior beam. Channels offer little to no support of exterior bay concrete. (10/25) Jack arch beams. End 2-3ft of beams have heavy scale/pack rust along bottom flange. Webs intact where visible, significant section loss at south end. Bottom flange nearly gone at south back wall, each interior beam. Mid-span measurements B2W-0.15"E, 0.325"W, B3W-minor, B4W-0.30"E,0.247"W, B5W-0.225"E, 0.30"W, B6W-0.37"E,0.23"W, Original flange S-shape thickness 0.35/0.728", 5" wide. Fascia channels have heavy rust and scale along full length. Holes in east fascia bottom flange at midspan. 48"x2" hole in east fascia web at south 1/4 span. 5 holes in west fascia web: up to 1.5' long by 3-4". Measurement is 30" from fascia to first interior beam. Channels offer little to no support of exterior bay concrete. (11/24) Jack arch beams. End 2-3ft of beams have heavy scale/pack rust along bottom flange. Webs intact where visible, significant section loss at south end. Bottom flange nearly gone at south back wall, each interior beam. Fascia channels have heavy rust and scale along full length. Holes in east fascia bottom flange at midspan. 48"x2" hole in east fascia web at south 1/4 span. 5 holes in west fascia web: up to 1.5' long by 3-4". Measurement is 30" from fascia to first interior beam. Channels offer little to no support of exterior bay concrete. (11/23)

STR 3370 **BRIDGE SAFETY INSPECTION REPORT**

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10. Paint (SIA-59A)	N	N	N	(10/25) (11/24) (11/23)
11. Section Loss	0	0	0	Scale on beam ends and along bottom flanges. Typical all beams bottom flange section loss is 100%, remaining flange coated with pack rust and nearly 100% gone. (10/25) Scale on beam ends and along bottom flanges. Typical all beams bottom flange section loss is 100%, remaining flange coated with pack rust and nearly 100% gone. (11/24) Scale on beam ends and along bottom flanges. Beam 2W bottom flange section loss is 100%, remaining flange coated with pack rust and nearly 100% gone. (11/23)
12. Bearings	4	4	4	Rusting steel plate. (10/25) Rusting steel plate. (11/24) Rusting steel plate. (11/23)

SUBSTRUCTURE

	11/23	11/24	10/25	
13. Abutments (SIA-60)	5	5	5	SW abutment corner has an 1/8" vertical crack. Both abutments have loss of concrete section at waterline, no exposed steel, 2'x 6"x2" south abutment. NW wingwall has a 1" wide full depth crack with movement, offset 1-1/4" at top. Spalling crack in NE wingwall. (10/25) SW abutment corner has an 1/8" vertical crack. Both abutments have loss of concrete section at waterline, no exposed steel, 2'x 6"x2" south abutment. NW wingwall has a 1" wide full depth crack with movement, offset 1-1/4" at top. Spalling crack in NE wingwall. (11/24) SW abutment corner has an 1/8" vertical crack. Both abutments have loss of concrete section at waterline, no exposed steel, 2'x 6"x2" south abutment. NW wingwall has a 1" wide full depth crack with movement, offset 1-1/4" at top. Spalling crack in NE wingwall. (11/23)
14. Piers (SIA-60)	N	N	N	(10/25) (11/24) (11/23)
15. Slope Protection	N	N	N	(10/25) (11/24) (11/23)
16. Channel (SIA-61)	6	6	6	Gravel bottom. County drain with grass banks bend downstream of crossing, concrete wall to deflect flow is scoured with footing exposure. Some riprap along south abutment with heavy riprap at southwest wingwall, none at north abutment. Debris caught in the beams and on the abutments. (10/25) Gravel bottom. County drain with grass banks bend downstream of crossing. Some riprap along south abutment with heavy riprap at southwest wingwall, none at north abutment. Debris caught in the beams and on the abutments. (11/24) Gravel bottom. County drain with grass banks bend downstream of crossing. Riprap along south abutment with heavy riprap at southwest wingwall, none at north abutment. Debris caught in the beams and on the abutments. (11/23)
17. Scour Inspection	5	5	5	Riprap along south abutment, continues to hold in place. No scour noted. Pressure flow could cause issues. (10/25) Riprap along south abutment, continues to hold in place. No scour noted. Pressure flow could cause issues. (11/24) Riprap along south abutment, continues to hold in place. No scour noted. Pressure flow could cause issues. (11/23)

APPROACH

	11/23	11/24	10/25	
18. Approach Pavement	5	5	5	Narrow graded gravel. (10/25) Narrow graded gravel. (11/24) Narrow graded gravel. (11/23)

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19. Approach Shoulders Sidewalks	5	N	N	No defined shoulder. (10/25) No defined shoulder. (11/24) Narrow gravel shoulders. (11/23)
20. Approach Slopes				Vegetated/grass slopes. SE slope is very steep at edge of shoulder with no approach rail. (10/25) Vegetated/grass slopes. SE slope is very steep at edge of shoulder with no approach rail. (11/24) Vegetated/grass slopes. SE slope is very steep at edge of shoulder with no approach rail. (11/23)
21. Utilities				None on bridge. (10/25) None on bridge. (11/24) None on bridge. (11/23)
22. Drainage Culverts				None noted. (10/25) None noted. (11/24) None noted. (11/23)

MISCELLANEOUS

Guard Rail

Item	Rating
36A. Bridge Railings	0
36B. Transitions	0
36C. Approach Guardrail	0
36D. Approach Guardrail Ends	0

Other Items

Item	Rating
71. Water Adequacy	8
72. Approach Alignment	5
Temporary Support	0 No Temporary Supports
High Load Hit (M)	No
Special Insp. Equipment	2
Underwater Insp. Method	1

False Decking (Timber) Removed to Complete Inspection N/A - No False Decking

Critical Feature Inspections (SIA-92)

	Freq	Date
92A. Fracture Critical		
92B. Underwater		
92C. Other Special		
92D. Fatigue Sensitive		