



# SARATOGA SPRINGS

*Life's just better here*

## Request for Proposal

The City of Saratoga Springs (hereinafter the ‘City’) is soliciting competitive proposals from the pre-qualified transportation engineering firms to demonstrate qualifications, experience, proposed approach, and fee for the design and engineering services required to prepare construction documents, specifications, and conduct geotechnical investigations for widening of the existing Pony Express Parkway between Tallulah Lane and Saratoga Road (2300 West) to its full 5 lane build out cross-section. These roads are currently 2 and 3 lane routes within the city running nearly parallel to Pioneer Crossing to the north and Utah Lake to the south. See RFP documents for full details.

The City intends to compare and evaluate all eligible proposals and select the most qualified firm as outlined in subsection 4.13 EVALUATION CRITERIA of this RFP. This is a RFP only and should not be interpreted as a solicitation for services or as a contract for services. Submittals should be comprehensive, concise, and directly responsive to the format as outlined in this RFP.

### KEY DATES

**Proposal Deadline:** February 18, 2026 @ 3:00 pm MST

**Mandatory Pre-proposal Meeting:** February 4, 2026 3:00 pm

**Questions Deadline:** February 12, 2026 3:00 pm

**Project completion:** November 13, 2026

Each respondent must upload a complete PDF proposal to U3P via Bonfire, <https://utah.bonfirehub.com/projects> using vendor attachments by Wednesday, February 18, 2026 no later than 3:00 pm. The proposal document must be clearly labeled “Pony Express Completion Project – [Consultant Name]”.

Questions regarding this RFP should be submitted in writing through U3P via Bonfire by February 12, 2026 at 3:00 pm.

Contact:

Jeremy Lapin

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213 North 900 East

Saratoga Springs UT 84045

# Request for Proposal for Saratoga Springs City Pony Express Completion Project

## KEY DATES

<b>Proposal Deadline:</b>	February 18, 2026 @ 3:00 pm MST
<b>Mandatory Pre-proposal Meeting:</b>	February 4, 2026 3:00 pm
<b>Questions Deadline:</b>	February 12, 2026 3:00 pm
<b>Project completion:</b>	November 13, 2026

## 1. NOTICE TO PROFESSIONALS

Through this **Request for Proposals** (RFP), the City of Saratoga Springs (hereinafter the 'City') is soliciting competitive proposals from the pre-qualified transportation engineering firms to demonstrate qualifications, experience, proposed approach, and fee for the design and engineering services required to prepare construction documents, specifications, and conduct geotechnical investigations for widening of the existing Pony Express Parkway between Tallulah Lane and Saratoga Road (2300 West) to its full 5 lane build out cross-section. These roads are currently 2 and 3 lane routes within the city running nearly parallel to Pioneer Crossing to the north and Utah Lake to the south.

The successful proposer/engineering firm (hereafter 'the Engineer') will support the City with designing the widening of the Pony Express Parkway, a major arterial, to improve connectivity and accommodate the area's rapid growth. Other than the bridge that crosses the Jordan River, which will require UDOT standards and approval, the design will follow a municipal process and the City's design standards and requirements, which are found on the City's website. The main elements of the project consist of the following design activities:

- Design the roadway widening of Pony Express Parkway, approximately 6,150' in length. The project begins on Pony Express Parkway near Tallulah Lane and extends east, including a signalized intersection at Saratoga Road on the East Side of the River, a new bridge supporting a 5 lane road over the Jordan River, and ends at the intersection of Saratoga Road where it connects to an existing widening project currently under design by the City.
- Design a bridge removal and replacement of the existing Saratoga Springs Road over Jordan River (049062D) following the process and procedures of UDOT and the current Structures Design and Detailing Manual (SDDM), Geotechnical Manual of Instruction (GMOI), Drainage Manual of Instruction (DMOI), and any other standards applicable to UDOT structures design standards.
- Design a trail connection for the Lakeshore/Jordan River trail under the new bridge.
- Design a removal and/or relocation the pedestrian bridge on the east side of the roadway.
- Design the improvements to connect seamlessly to the planned UTA project at the intersection of Pony Express Parkway and Seaside Street (800 East), using UTA final design documents and, when available, record drawings to confirm geometry, elevations, signal interconnect, striping, and ADA and shared use trail connection

- Design the improvements to connect seamlessly to the existing Pony Express Widening Project that starts at and includes the Intersection of Saratoga Road (2300 West) using final design documents and, when available, record drawings to confirm geometry, elevations, signal interconnect, striping, and ADA and shared use trail connection
- Coordinate utility conflicts with the appropriate entities, such as the City, Eagle Mountain City, Lehi City, and Timpanogos Special Service District (TSSD).
- Design for stormwater runoff control and disposal.
- Design of lighting consistent with City's design standards.
- For bridges, conduct required geotechnical investigation, analysis, and recommendations following the process and procedures of UDOT and the current GMDI standards.
- For bridges, conduct required hydraulic investigation, analysis, and recommendations following the process and procedures of UDOT and the current DMDI standards.

The City intends to compare and evaluate all eligible proposals and select the most qualified firm as outlined in subsection 4.13 EVALUATION CRITERIA of this RFP. This is a RFP only and should not be interpreted as a solicitation for services or as a contract for services. Submittals should be comprehensive, concise, and directly responsive to the format as outlined in this RFP.

## 2. BACKGROUND

The Pony Express Corridor will be designed and constructed to encourage growth, access and mobility for the residents of the City, as identified in the Saratoga Springs Transportation Master Plan (TMP). This roadway corridor will provide residents with an additional west-east thoroughfare to I-15. The roadway is classified as a major arterial including five (5) lanes and up to 106 feet of right-of-way (ROW). The location of this project, as well as the proposed cross sections from the City's standard technical specifications and drawings, are provided in the attached exhibits.

## 3. SCOPE OF WORK

The City is requesting municipal engineering services for complete bridge, roadway, utility, and lighting designs. The Engineer shall be responsible for the survey services necessary to identify the existing topography and all existing utilities including farm irrigation systems. A complete drainage system along the roadway will be necessary to control stormwater runoff on- and off-site as well as complete utility designs to accommodate future development and remain compliant with City Master Plans. Scope shall also include the development of a design criteria document, coordination with the City and any of the City's consultants, and complete geotechnical investigation as necessary for design. Engineer shall attend all project team meetings and site visits, provide final designs, specifications and bid and contract documents, assist in advertising and bidding the project, and provide complete contract administration.

The services provided shall include, but not necessarily be limited to, those outlined below:

- A. Preliminary Design: Engineer shall provide complete preliminary designs and details for the roadway, planning and design to prepare for signing and striping designs, drainage designs, ROW descriptions and acquisition documents. Alternative roadway alignments (both horizontal and vertical) will need to be evaluated to find an optimum alignment to meet project needs and current City and AASHTO standards. Engineer shall review the City's TMP and Standards and Specifications for further guidance. <https://www.saratogasprings->

- i. *Project Coordination:* The road will be built adjacent to and through existing farmland, requiring coordination with landowners. Additionally, collaboration with UDOT Central Complex and UDOT Region 3 will be necessary for the bridge over the Jordan River. Coordination with Eagle Mountain and Lehi cities will be crucial for utility planning, and working with Lehi City will be essential to ensure a seamless connection at the intersection of 7350N and Saratoga Road.
- ii. *UTA Coordination:* Work with UTA to confirm interfaces, staging, and schedule for the planned Seaside Street (800 East) signal and intersection widening at Pony Express Parkway, and use UTA final design documents and, when available, record drawings to verify geometry, elevations, signal interconnect, striping, and ADA and shared use trail connections if needed.
- iii. *Environmental Coordination:* The Engineer shall coordinate with the consultant responsible for wetland permitting to confirm design assumptions, ensure compliance with applicable regulatory requirements, and incorporate all necessary avoidance, minimization, and mitigation measures into the roadway, bridge, drainage, and trail designs.
- iv. *Utility Location:* Engineer shall be responsible for identifying existing utilities (including subsurface utility investigation) and designing the relocation of the utilities within the proposed project work areas. Utility information will be integrated into the design, with any conflicts identified and addressed. Engineer shall also develop detailed relocation plans for any utilities affected by the project and will coordinate with utility companies and stakeholders to obtain necessary design approvals. Known utilities include Lehi City, Eagle Mountain City, City of Saratoga Springs, Rocky Mountain Power, Enbridge Gas, and various telecommunications companies.
- v. *Field Investigation:* Geotechnical investigation and analysis where necessary will need to be provided during the preliminary design phase. Drilling, coring, and other site-specific evaluations may be necessary. Pavement designs shall be provided compliant with site investigations and predicted traffic conditions.

- B. ROW and Easement Acquisition: Engineer shall provide legal descriptions and acquisition/easement documents for all roadway alignment and utilities. Depending on the final alignment selected, there may be a need for additional ROW or easements from adjacent landowners.
- C. UDOT Coordination: Meetings with UDOT Central Complex and Region 3 will be necessary for the UDOT-approved bridge crossing the Jordan River. Engineer shall also be responsible for applying for and securing any required permits from UDOT.
- D. Project Team Meetings: Involvement from Saratoga Springs Public Works and Engineering Departments is expected. Bi-monthly in-person meetings are required with City staff throughout the duration of the project. Virtual meetings are acceptable for short meeting agendas.

- E. Site Visits: Engineer shall plan for an appropriate number of site visits to understand the nature and to be familiar with the elements of the project that will require special attention. Engineer shall also attend the mandatory pre-bid site visits with potential bidders.
- F. Public Involvement and Coordination Plan: Engineer shall provide a plan for providing project information to the communities involved and to the general public as well as to all Stakeholders including adjacent municipalities, adjacent landowners, and UDOT.
- G. Utility Bridges and Trail Bridge Relocation: Engineer shall provide a new coordinate with the existing utility owner to relocate the existing utilities adjacent to the existing 049062D bridge, if needed, to provide the required roadway section width through the structure. The utilities shall not be placed on the new bridge. Engineer shall relocate the existing trail bridge adjacent to the existing 049062D bridge, if needed, to provide the required roadway section width through the structure. Reconnect the existing trail approaches and the Lakeshore/Jordan River trail under the new bridge.
- H. Permitting: Engineer shall be responsible for securing all permits required for the project, including stream alteration permits, FFSL General Permits, FEMA CLOMR/LOMR, and UDOT structures permits.
- H. Final Design: Engineer shall provide a complete final design package for the City including all drawings, specifications, standards, schedules, and documents necessary to bid and construct the project. Engineer shall also provide the following as part of the design package:
  - 1. Horizontal and vertical roadway designs
  - 2. Pavement designs
  - 3. Bridge structure design, including structural, geotechnical, and hydraulic design
  - 4. Utility designs including drainage, water, irrigation, and sewer
  - 5. Lighting designs
  - 6. Signage and Striping Plans
  - 7. Designs for the coordination of future signals
  - 8. Final ROW and easement package
  - 9. Detailed engineers estimate(s).
  - 10. Bid packages conforming to City forms and procurement rules. The design packages provided shall comply with City construction standards, specifications, rules, regulations and practices.
- H. Assistance in advertising the project: The City will advertise the project for bid through U3P via Bonfire. Engineer shall assist in the bidding processes including the preparation of any addendums and responses to Request for Information (RFI). Engineer shall also provide a bid tab and a letter to the City recommending a bidder.
- I. Construction Inspection Services: The City may, at its option, request construction inspection services from the Engineer for this project. The determination of the Engineer's involvement will be made prior to the commencement of construction. If the determination is made that the Engineer shall perform the construction inspection duties for this project, the Engineer shall have a representative(s) on-site at all times during construction and shall prepare and submit daily inspection reports.

## **4. INSTRUCTIONS TO PROPOSERS**

### **4.1 PROJECT TIMETABLE**

The following timetable has been established for this project. *LATE PROPOSALS WILL NOT BE ACCEPTED.*

- Pre-proposal meeting (Mandatory) Wednesday, February 4, 2026 at 3:00 pm at Public Works 213 N 900 E
- Closing date for receipt of proposals Wednesday, February 18, 2026 at 3:00 pm at Public Works 213 N 900 E
- Kickoff meeting/commencement of design work March 9, 2026 (projected)
- Design package complete and ready for advertisement no later than December 31, 2026

### **4.2 PRE-PROPOSAL SITE VISIT**

Proposers are strongly encouraged to visit the proposed site and examine the conditions prior to submitting their proposals.

### **4.3 PROPOSALS EVALUATION**

The procedure for response to this RFP, evaluation of proposals, and selection of an Engineer is as follows:

1. Interested entities will prepare and submit their proposals according to the Project timetable contained in Subsection 4.1
2. The City and/or its representatives will evaluate all submitted proposals in accordance with the evaluation criteria as outlined in Subsection 4.13.
3. A Professional Services Agreement incorporating the provisions, terms and conditions of this RFP will be executed between the City and the selected Engineer.

### **4.4 PROPOSAL SUBMISSION**

Each respondent must upload a complete PDF proposal to U3P via Bonfire, <[U3P link](#)>, using vendor attachments by Wednesday, February 18, 2026 no later than 3:00 pm. The proposal document must be clearly labeled “Pony Express Completion Project – [Consultant Name]”.

### **4.5 PROPOSAL ORGANIZATION AND CONTENT**

Proposal Guidelines: Proposals should be no more than 10 pages (8.5” x 11”) in length and contain the following information:

1. **Transmittal Letter:** This shall be a one-page summary of the proposal and identify the individual(s) who would be the firm’s lead person(s) in completing work under this agreement. The letter shall include the signature of the person authorized to obligate the firm or joint venture. The signature of the authorized representative attests that the information contained in the proposal is truthful, accurate, and complete at time of submittal. The letter shall also include the following:
  - a. A statement that the respondent will comply with all terms and conditions as indicated in the RFP.

- b. A statement indicating whether the respondent is a corporation or other legal entity.
- c. A statement of affirmative action that the respondent does not discriminate in its employment practices with regard to race, color, religion, age (except as provided by law), sex, marital status, political affiliation, national origin, or handicap.
- d. A certification statement to the effect that the person signing the proposal is authorized to do so, on behalf of the respondent.
- e. Names of two key contacts with their firm title, telephone number, and email address.
- f. Name, complete mailing address, telephone number, and email address of the engineering firm.

2. Qualifications and Experience:

- a. Firm qualifications are not required. *RFP is being sent to pre-qualified firms on the City's design pool list.*
- b. Identify all professional personnel expected to work on this project, their specific qualifications and experience, and percentage of time available to the project.
- c. Identify at least five (5) UDOT structures completed by the project team in the past five (5) years.
- d. All key personnel designated in this proposal will be expected to work on the project to their commitments unless the selected Engineer is given permission by the City to change designated personnel. Failure to meet personnel commitments as listed in the selected firm's proposal may result in modification of contract scope and rates by the City.

3. Project Approach:

- a. A detailed description of the Engineer's approach to completing the project, including identification of potential risks and the strategies for mitigating those risks.
- b. A detailed description of recommended Value Engineering activities and concepts that the Engineer commits to performing in an effort to reduce overall costs of the construction project.

4. Fee and Schedule: Proposals shall include the Engineer's design fee, covering all tasks outlined in Section 3 and the proposed project approach. A detailed fee proposal shall be submitted, itemizing tasks, staff hours, staff clarifications, and billing rates for each assigned team member. A proposed project schedule shall also be included.

- a. The City anticipates that the contract will be based on time and materials, not to exceed.

#### **4.6 ORAL PRESENTATION**

As part of the proposal evaluation process, selected proposers may be invited to make oral presentations to the City. These presentations must be made by the same project team personnel who will be assigned to the project should the proposer be awarded a contract.

#### **4.7 SUBMITTAL OWNERSHIP**

All proposals (and the information contained therein) shall become the property of the City. Proposers should carefully consider the items submitted before submitting items that would not be disposable to the proposer. Proposals submitted may be reviewed and evaluated by any persons at the discretion of the City. No proposal shall be returned to the respondent regardless of the outcome of the selection process. The cost for developing proposals and making proposal presentations is entirely the responsibility of the proposer and shall not be chargeable in any manner to the City.

#### **4.8 CITY USE OF PROPOSAL IDEAS**

The City reserves the right to use any or all ideas presented. Selection or rejection of the proposal does not affect this right.

#### **4.9 QUESTIONS AND CLARIFICATIONS**

Questions regarding this RFP should be submitted in writing through U3P via Bonfire by February 12, 2026 at 3:00 pm.

#### **4.10 ACCEPTANCE OF PROPOSAL**

- A. The City reserves the right to reject any or all proposals for any reason and or waive minor irregularities when to do so would be in the best interests of the City. Minor irregularities are those which will not have a significant adverse effect on overall competition or performance levels.
- B. The responding party agrees that the City may terminate this procurement procedure at any time, and the City shall have no liability or responsibility to the responding party for any costs or expenses incurred in connection with this RFP, or such party's response.

#### **4.11 DISQUALIFICATION OF PROPOSAL**

- A. The City reserves the right to reject any and all proposals received by reason of this RFP, or to negotiate separately with any source whatsoever in any manner necessary to serve the best interests of the City. The City may or may not award a contract solely on the basis of this RFP and will not pay for the information solicited or obtained. The information obtained will be used in determining the proposal that best meets the City's needs and is the most advantageous proposal received. No oral, telegraphic or telephonic proposals or modifications will be considered.
- B. The occurrence of any of the following may result in the disqualification of a proposal:
  1. Failure to respond by the established submission deadline.
  2. Failure to completely answer all questions posed in the RFP.
  3. Use of any other type of form or format other than those indicated in the RFP.
  4. Failure to provide requested documentation at the time of proposal submission.
  5. Illegible responses.
  6. If the proposer adds any provisions reserving the right to accept or reject an award or to enter into a contract pursuant to an award, or any other unauthorized conditions, limitations or provisions.
  7. If the proposer is unable to evidence a satisfactory record of integrity.
  8. If the proposer is not qualified legally to contract.

**The City reserves the right to reject any or all proposals**

## **4.12 WITHDRAWAL OF PROPOSAL**

The proposal may be withdrawn upon request by the proposer, without prejudice, prior to, but not after, the time fixed to receive proposals.

## **4.13 EVALUATION CRITERIA**

- A. All requirements identified in this RFP must be satisfied to ensure that the proposal will qualify for consideration. The City desires to receive proposals from firms that can demonstrate operational and technical qualifications and capabilities.
- B. All proposals will be evaluated by representatives of the City to identify the proposal that best meets the needs of the City as set forth in the RFP. A component-based system will be used to evaluate and rank all proposals weighted as shown below. A brief description of each component includes:
  1. Qualifications and Experience (25%): This category represents an evaluation of the proposing firm's demonstrated experience with similar roadway design projects with similar challenges.
  2. Key Personnel (25%): This category deals with the experience level of the key personnel proposed to work directly on this project and the proposer's willingness and demonstrated ability to work effectively with the City. Experience relates to the overall assessment of the proposer's assigned personnel. Evaluation will be based on resumes that are provided, direct contact with identified current and previous clients, submitted information in response to the RFP, and the oral interviews
  3. Project Approach (25%): This category represents an evaluation of the proposing firm's plan for managing the project including information acquisition, preliminary and final design, and bidding.
  4. Fee Proposal (15%): This category will evaluate the proposing firm's fees.
  5. Schedule (10%): This category will evaluate the proposing firm's schedule.

## **5. GENERAL REQUIREMENTS**

### **5.1 AMENDMENTS**

No oral modifications or amendments to this RFP shall be effective. If it becomes necessary to revise any part of the RFP, an addendum will be provided to all who received an RFP.

### **5.2 EMPLOYMENT STATUS VERIFICATION**

Engineer shall register and participate in the Status Verification System and comply with Utah Code Annotated Section 63G-11-103 of the Identity Documents and Verification Act. Engineer shall, by contract, require its contractors, subcontractors, contract employees, staffing agencies, or any contractors regardless of their tier to register and participate in the Status Verification System and comply with Utah Code Annotated Section 63G-11-103 of the Identity Documents and Verification Act.

Engineer shall also agree to abide by the Federal and State regulations pertaining to Equal Opportunity Employment that requires project participants not to discriminate against any employee or applicant for employment because of race, color, religion, sex, age, disability, or national origin.

The City will make every effort to ensure all bidders are treated fairly and equally throughout the entire advertisement, review, and selection process.

### **5.3 COMPENSATION FOR SERVICES**

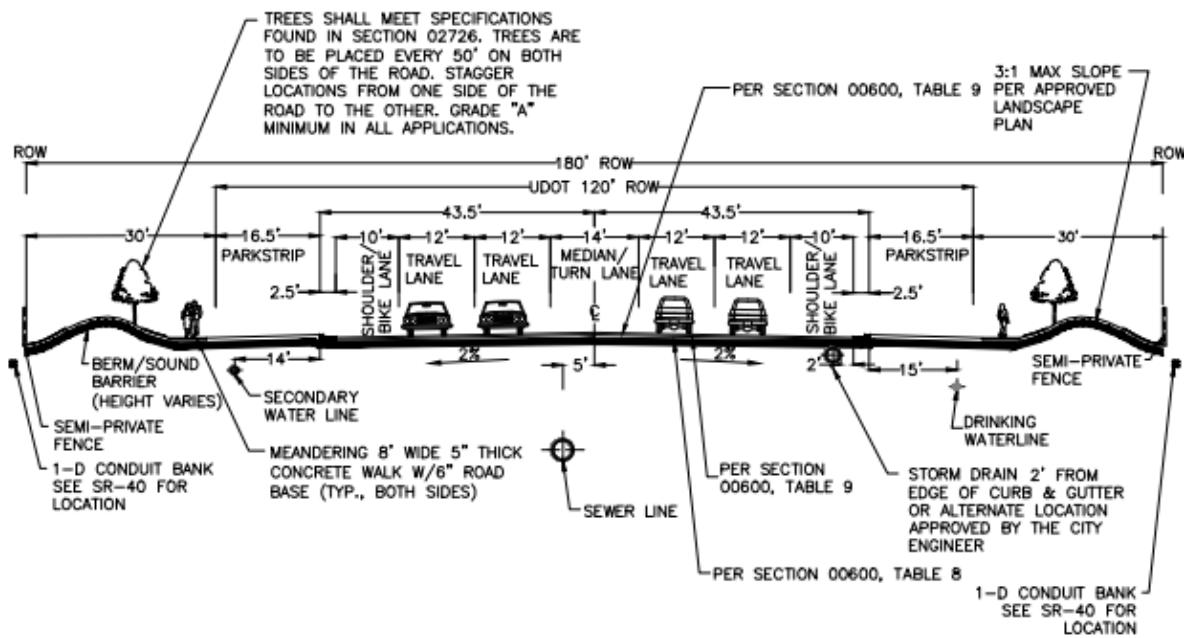
The City intends to enter into a professional services contract covering the projects outlined in this RFP. Failure of the successful proposer to enter into a written contract may result in cancellation of the award. Compensation for the services rendered will be based on a task completion basis and may not exceed the fees provided in this proposal.

### **5.4 NON-COLLUSION**

Engineer shall guarantee that the proposal submitted is not a product of collusion with any other bidder and no effort has been made to fix the proposal price of any bidder or to fix any overhead, profit, or cost estimate of any proposal or its price.

### **5.5 OMISSIONS**

Should the RFP not contain sufficient information in order for the firm to obtain a clear understanding of the services required by the City, or should it appear that the instructions outlined in the RFP are not clear or contradictory, the Engineer may obtain written clarification from the City at least 24 hours prior to the required time and date for proposal submission. Engineer shall include a copy of the written clarification with its submission.



**NOTES:**

1. MAXIMUM DIFFERENCE IN ELEVATION BETWEEN CURB ON OPPOSITE SIDES OF STREET SHALL NOT EXCEED 1'-0"
2. PROVIDE A MINIMUM 6" THICKNESS OF 3/4" OR 1" CRUSHED GRAVEL BASE COURSE UNDER SIDEWALKS, DRIVEWAY APPROACHES, AND CURB & GUTTER.
3. INSTALL TYPE 2 SLURRY SEAL.
4. HOUSES ARE NOT PERMITTED TO FRONT ON THESE STREETS.
5. ALL COMMERCIAL OR INDUSTRIAL ACCESSES ARE TO BE MINIMIZED.

**MAJOR ARTERIAL  
180' RIGHT-OF-WAY**

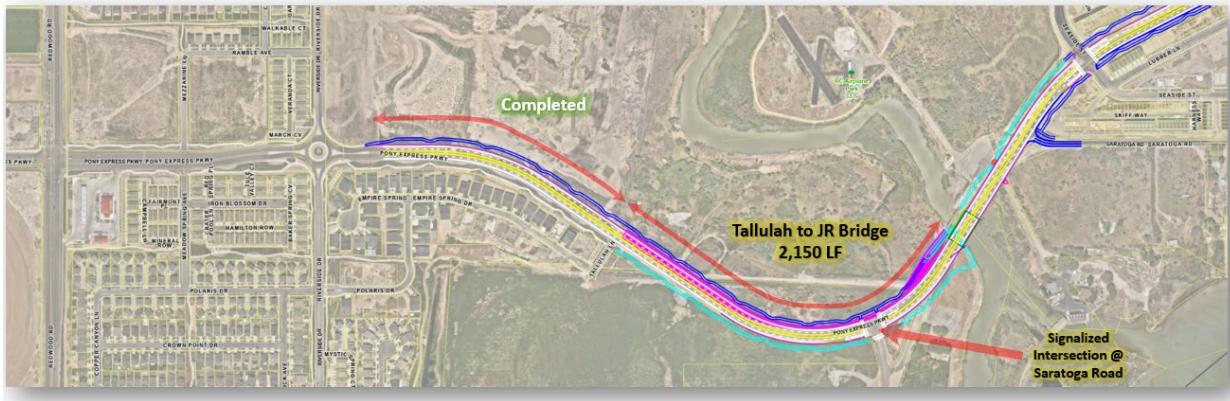
DATE: MARCH 2022				REVISIONS			
DRAWING NAME: ST-11		REVISION	DATE	BY	COMMENTS		
DRAWN BY: JRP							
CHECKED: APPROVED:							
SARATOGA SPRINGS CITY							1207 N. COMMERCE DR. PO BOX 3000 UT 84065 PHONE: 801-256-4793 FAX: 801-256-4794



STANDARD DETAILS

STREET STANDARDS

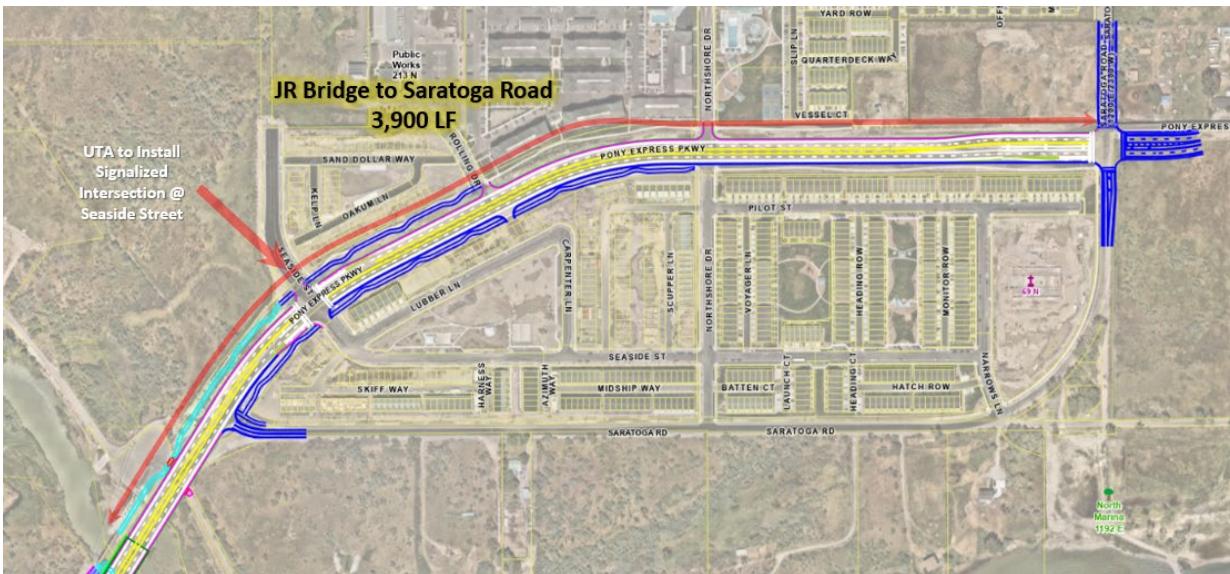
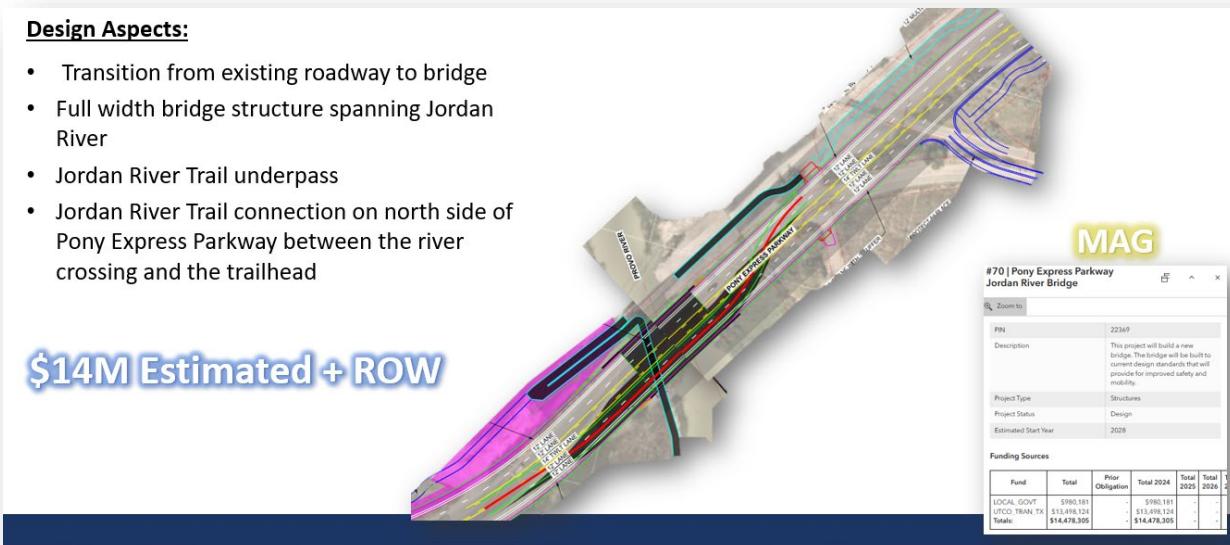
**ST-11**



#### **Design Aspects:**

- Transition from existing roadway to bridge
- Full width bridge structure spanning Jordan River
- Jordan River Trail underpass
- Jordan River Trail connection on north side of Pony Express Parkway between the river crossing and the trailhead

**\$14M Estimated + ROW**



# Request for Proposal for Saratoga Springs City Pony Express Completion Project

The link below provides Google Earth information. This link will expire on 02/19/26 at 23:59

[https://ftp.saratogaspringscity.com/?u=Rtpp&p=ETYz&path=/Additional%20document%20for%20Google%20Earth%202020-048\\_KMZ\\_250326.kmz](https://ftp.saratogaspringscity.com/?u=Rtpp&p=ETYz&path=/Additional%20document%20for%20Google%20Earth%202020-048_KMZ_250326.kmz)