



November 19, 2018

RE: Notice to Consultants
Request for Qualifications
Consulting Engineering Services
McKelvey Road Resurfacing and Sidewalks – Phase 2
Glenpark Drive to Creve Coeur Mill Road
St. Louis County Project No. AR-1718
Federal Project No. STP-5558(610)
East-West Gateway TIP No. 6834F-19

St. Louis County Department of Transportation (SLCDOT) is requesting the services of a highly qualified consulting engineering firm to perform professional services for this project. Qualifications-Based Selection (QBS), in accordance with RSMo. 8.285 through 8.291, will be used to determine the successful respondent. Note, St. Louis County Revised Ordinance 107.071 is not applicable to the selection process for this contract.

General Description of Services Required:

This project includes the following major scope elements:

- Resurfacing
- ADA improvements
- Construction of a new sidewalk on the east side of McKelvey Road from Smoke Rise Court to Creve Coeur Mill Road

Specific consultant scope items include:

- Section 106 Documentation and Application
- Threatened and Endangered Species Documentation and Application
- Preliminary Plans
- Right-of-Way Plans
- Final Plans
- Job Special Provisions
- Construction Estimates
- Coordination with the Missouri Department of Transportation (MoDOT)
- Coordination with the City of Maryland Heights
- Pavement Borings and Design (if necessary)
- Utility Coordination (if necessary)
- Miscellaneous Pick-Up Survey Work (as necessary)
- Roadway and Sidewalk Design
- Striping Plan
- Traffic Signal Modification Design

- Retaining Wall Design (if necessary)
- Culvert Design (if necessary)
- Geotechnical Investigation (if necessary)
- Subsurface Utility Investigation (if necessary)
- Drainage Structure Design (if necessary)
- Water Quality Design (if necessary)
- Right-of-Way Acquisition (if necessary)*

*Response shall list staff or a subconsultant qualified to do Local Public Agency (LPA) land acquisition and listed on MoDOT's roster of Approved Contractor Negotiators (MoDOT LPA Manual Section 136.8). Fees for acquisition work will be negotiated as a contingent item to the Engineering Services Contract (ESC). SLCDOT will evaluate project land acquisition needs relative to its available staffing at the time the A-Date request is made and will determine whether acquisition will be performed under the ESC or by SLCDOT staff. Fee appraisal work will be separately contracted by SLCDOT and appraisal review work will either be separately contracted by SLCDOT or performed by SLCDOT staff.

Services to be Provided by St. Louis County:

- Topographic Surveying
- Property Surveys
- Compilation of Bid Documents
- Compile and Submit Plans, Specifications and Estimates (P,S & E)
- Management of the Bidding Process
- Compile and Submit Concurrence in Award Request
- Contract Processing and Execution
- Compile and Submit Construction Notice to Proceed Request
- Construction Engineering
- Materials Testing

The anticipated project schedule is as follows. To ensure this schedule can be met, consultants are required to submit an initial fee proposal within 2 weeks of the scoping meeting with subsequent revisions due within 1 week of receiving comments from the County. Firms unable to meet these deadlines should not submit a Qualifications Statement.

Qualifications Statements Due:	December 11, 2018
Selection Announced:	January, 2019
Scoping Meeting:	January, 2019
Negotiation:	February, 2019
Council Authorization:	March, 2019
Contract Execution:	March, 2019 – May, 2019
Estimated Notice to Proceed Date:	June, 2019
Preliminary Plans Approved:	September, 2019
Right-of-Way Plans Approved:	March, 2020
All Final Plans Complete:	March, 2021

Please limit your Qualifications Statement to no more than seven (7) pages. The submittal should include the following:

- A statement expressing your firm's interest in the project.
- Key project staff and their qualifications.
- Current workload and availability of key staff throughout the project.
- Project approaches.
- Experience in designing ADA improvements and shared use paths.
- Experience in coordinating with MSD on roadway projects with drainage issues.
- Details of other similar projects your firm has taken through final design in the recent past. Contact information should be provided for similar projects completed for other agencies.
- DBE Utilization Plan
- Statement concerning the Computer-Aided Drafting and Design (CADD) software to be used for the project. SLCDOT's preference is for the plans to be prepared natively in Microstation and the use of SLCDOT CADD standards is required. SLCDOT CADD standards are only available in Microstation/InRoads format and SLCDOT will not convert its standards or surveys to other formats for consultants. SLCDOT reserves the right to review the CADD files for a project at any time and the consultant will be required to provide those in Microstation format upon request.

Firms may submit a copy of their company's general qualifications separately as a single additional document. There is no length limit to this document. This supplemental information is not required and is not guaranteed to be considered in the scoring process. All project specific information should be included in the seven-page Qualifications Statement.

All prime consultants shall be prequalified with MoDOT. It is further required that your firm submit an Affidavit of Compliance with the federal work authorization program along with a copy of your firm's E-Verify Memorandum of Understanding (15CSR 60-15.020) be submitted with your firm's Statement of Qualifications. These items do not count towards the seven-page limit.

Qualifications Statements will be scored based on the following criteria:

- Overall Experience and Technical Competence – Pass/Fail plus 25 points
 - Project Manager has appropriate qualifications and has successfully managed similar projects (10 points)
 - Technical Leads have appropriate qualifications and have successfully performed on similar projects (10 points)
 - Project Team has experience working together on similar projects (5 points)
 - Staff or subconsultant proposed that is qualified to perform LPA land acquisition in accordance with MoDOT LPA requirements (Pass/Fail)
- Project Approach – 50 points
 - Proposed project approaches demonstrate a thorough understanding of the County's needs. (30 points)
 - Proposed project approaches offer creative and innovative ideas that will enhance the County's ability to improve these roadways while minimizing impact to local residents, businesses and traveling public. (15 points)

- Consultant states they will prepare plans natively in Microstation (5 points)
- Past Record of Performance – 25 points
 - Prior projects presented are representative of the technical challenges of the project being solicited (10 points)
 - Experience in coordinating with MSD on similar projects (5 points)
 - Performance on prior projects (10 points)

Selection will be made based upon the scoring of the Qualifications Statements received and interviews will not be conducted for this project.

A Disadvantaged Business Enterprise (DBE) goal of 18% has been established for this project. DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at www.modot.gov, in order to be counted toward participation in any established DBE Goal. St. Louis County encourages DBE firms to submit as prime on any project for which they are qualified. Any sub-consultants needed to complete the professional services requested by St. Louis County must be listed.

If your firm would like to be considered for the consulting services, please e-mail your Qualifications Statement to Kori Neely, P.E., Program Support Engineer – Planning and Programming at KNeely@stlouisco.com as a PDF file. General qualifications shall also be submitted in PDF format. Any mailed or hand-delivered hard copy submittals will be discarded. All Qualifications Statements must be received by 2:00 p.m., local time, on December 11, 2018 to be considered for this project. Questions regarding this solicitation shall be submitted in writing to the project contact above. Phone inquiries will not be accepted. Failure to comply with the requirements of the RFQ may negatively impact the evaluation of the consultant's Statement of Qualifications.

Any information that SLCDOT is able to provide concerning these projects, including TIP applications and completed survey work will be posted and available for download with this RFQ at:

<http://www.stlouisco.com/YourGovernment/BidsandRFPs>

***St. Louis County, McKelvey Road Resurfacing and Sidewalks – Phase 2
Cost Share with City of Maryland Heights
STP-5558(610)***

Federal Aid No.:	McKelvey Road Resurfacing and Sidewalks – Phase 2 STP-5558(610), TIP# 6834F-19
Location:	Glenpark Drive to Creve Coeur Mill Road
Proposed Improvement:	Resurfacing - Sidewalk (5')
Length:	0.95 mile
Approximate Construction Cost:	\$1M-\$2M
DBE Goal Determination	18%
Consultant Services Required:	<p>This project includes the following major scope elements:</p> <ul style="list-style-type: none"> • Resurfacing • ADA improvements • Construction of a new sidewalk on the east side of McKelvey Road from Smoke Rise Court to Creve Coeur Mill Road <p>Specific consultant scope items include:</p> <ul style="list-style-type: none"> • Section 106 Documentation and Application • Threatened and Endangered Species Documentation and Application • Preliminary Plans • Right-of-Way Plans • Final Plans • Job Special Provisions • Construction Estimates • Coordination with the Missouri Department of Transportation (MoDOT) • Coordination with the City of Maryland Heights • Pavement Borings and Design (if necessary) • Utility Coordination (if necessary) • Miscellaneous Pick-Up Survey Work (as necessary) • Roadway and Sidewalk Design • Striping Plan • Traffic Signal Modification Design • Retaining Wall Design (if necessary) • Culvert Design (if necessary) • Geotechnical Investigation (if necessary) • Subsurface Utility Investigation (if necessary) • Drainage Structure Design (if necessary) • Water Quality Design (if necessary) • Right-of-Way Acquisition (if necessary)* <p>*Response shall list staff or a subconsultant qualified to do Local Public Agency (LPA) land acquisition per MoDOT requirements. Fees for acquisition work will be negotiated as a contingent item to the Engineering Services Contract (ESC). SLCDOT will evaluate project land acquisition needs relative to its available staffing at the time the A-Date request is made and will determine whether acquisition will be performed under the ESC or by SLCDOT staff. Fee appraisal work will be directly contracted by SLCDOT and appraisal review work will either be directly contracted by SLCDOT or performed by SLCDOT staff.</p>

Other Comments:	<p>Services To Be Provided By St. Louis County Staff:</p> <ul style="list-style-type: none"> • Topographic Surveying • Property Surveys • Compilation of Bid Documents • Compile and Submit Plans, Specifications and Estimates (P,S & E) • Management of the Bidding Process • Compile and Submit Concurrence in Award Request • Contract Processing and Execution • Compile and Submit Construction Notice to Proceed Request • Construction Engineering • Materials Testing
Contact:	<p>Kori Neely, P.E. Program Support Engineer, Planning and Programming. St. Louis County Department of Highways & Traffic KNeely@stlouisco.com All questions and submittals via e-mail. Phone inquiries not accepted.</p>
Deadline:	<p>December 11, 2018 at 2:00 p.m.</p>