

**REQUEST FOR QUALIFICATIONS
I-64 at JEFFERSON - CITY STREETS
SAINT LOUIS, MISSOURI
PROJECT NO. STP-5417(605) AND CMAQ-5417(604).**

PURPOSE:

The City of St. Louis, Board of Public Service, is seeking Statements of Qualifications (SOQ) from firms interested in providing professional engineering services for a street improvement project.

This project encompasses multiple city blocks surrounding the interchange at I-64 and Jefferson Avenue from Jefferson Avenue to 20th Street and from Chouteau Avenue to Olive Street. It includes:

1. Intersection improvements on Jefferson at Chouteau, Scott, Clark and Market (CMAQ Grant)
2. Street improvements on Jefferson, 22nd, Scott, Clark, Market, Pine and Olive; and bike facilities along portions of S. Jefferson, Scott, 21st, Market and 20th streets connecting into neighborhood bike routes. (STP-S Grant)

Jefferson Avenue is a major north-south route within the City of St. Louis serving a high volume of daily traffic including vehicles, buses, bikes and pedestrians for work, school, travel, delivery of good and services, and everyday life needs. With the opening of the National Geospatial-Intelligence Agency (NGA) West campus on N. Jefferson Avenue, between Cass Avenue and St. Louis Avenue, traffic is anticipated to significantly increase. NGA West will be the largest federal investment project in the history of St. Louis, bringing with it approx. 3,150 new jobs. This project will address the increased traffic demand, reflect best practices in accessibility, pedestrian and bike facility design, stormwater management, and support the growth of local commerce surrounding the interchange.

This project will connect to the following projects which are currently under design:

- Jefferson-Parnell Improvements Project, from Market Street to Natural Bridge Avenue
- I-64 at Jefferson Interchange (MoDOT)

The total estimated cost of improvements is \$17,000,000.00. This cost includes preliminary engineering design, construction, construction management, and testing. The project is funded by federal programs which have been authorized by the current transportation law entitled “Fixing America’s Surface Transportation (FAST) Act”. Those are:

- Surface Transportation Program – Suballocated (STP-S)
- Congestion Mitigation and Air Quality (CMAQ) Improvement Program.

BASIC REQUIREMENTS:

Consultants interested in submitting a Statement of Qualifications for consideration and evaluation for providing the services identified in this RFQ shall submit Part II of GSA Standard Form 330 (SF330) with their SOQ or have a current SF330 Part II on file with the City of St. Louis, President's Office, Board of Public Service. (The SF330 Part II is not included in the total SOQ page count limit).

This project is a Local Public Agency (LPA) project funded in part by the Federal Highway Administration (FHWA) through the Missouri Department of Transportation (MoDOT).

Consultants submitting SOQ's shall meet the requirements of the MoDOT Engineering Policy Guide (EPG) Section 136.4.1.5 (LPA Manual). **It is required that your firm be prequalified with MoDOT and listed in MoDOT's Approved Consultant Prequalification List, or your firm will be considered non-responsive.**

A goal for Disadvantaged Business Enterprises (DBE) utilization has been set at **18%**. DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at www.modot.gov in order to be counted towards this established DBE goal. The City encourages DBE firms to submit an SOQ as the Prime Consultant for any project they feel can be successfully managed by their firm.

A Consultant may submit qualifications as the Prime or as part of a Team as a Subconsultant, but not both. Note: The City does not permit exclusivity agreements with subconsultants.

SCOPE OF SERVICES:

The City will require professional engineering services for the following:

- Boundary and topographic surveys.
- Geotechnical investigation.
- Grading design.
- Storm sewer and drainage structures design.
- Roadway, sidewalk and bicycle facilities design.
- Traffic engineering.
- Street lighting design.
- Landscaping.
- Utilities coordination

Listed below are general tasks and deliverables

- Preparation of right-of-way plans and associated acquisition documents, if required.
- Preparation of final construction plans and technical specifications and cost estimates.
- Preparation of supporting documentation for the City's coordination with affected utilities.
- Submission of plans to the Metropolitan St Louis Sewer District (MSD) for permitting purposes, as required.
- Answer questions during the bidding process and during construction of the project.
- Consultation during construction of the project.

- Attendance at various meetings and presentations.
- Shop drawings review.

The Consultant will assist the City as required in obtaining environmental clearances. This includes, but is not limited to, the Department of Natural Resources Section 4F and/or 106 form to the Department of Natural Resources, and the Cultural Resources Office (CRO) Section 106 and/or Preservation Board approval process and the Categorical Exclusion to MoDOT.

All designs must comply with current MoDOT and FHWA Standards and will be subject to review by those agencies. All improvements shall be compliant with current ADA City of St. Louis Standard Specifications. The project shall comply with the City of St Louis Complete Streets Policy defined by Ordinance 69955. The project shall also incorporate best practices recommended by National Association of City Transportation Officials (NACTO) guidelines.

Majority of work will be constructed within the City of St. Louis right-of-way. Temporary and permanent construction easements may be required. The consultant shall provide a design that minimizes the need for the acquisition of any easements. Property acquisition, if required, will be administered by others.

Additional project information is included in the TIP applications. The full TIP applications can be downloaded from the BPS website <http://stl-bps.org> in the On-line Plan Room under this RFQ project file.

SCOPE OF IMPROVEMENTS

STP-eligible improvements include:

- Intersection improvements on Jefferson at Chouteau, Scott, Clark and Market.
- Street and landscape improvements on Jefferson, 22nd, Scott, Clark, Market, Pine and Olive.
- Bike facilities and landscape improvements along portions of Jefferson, Scott, and 20th Street connecting into neighborhood bike routes.
- Rehabilitation and ADA improvements along sections of Jefferson Avenue, Market Street, and Clark Street.

CMAQ-eligible improvements include:

- Replacement of antiquated traffic signal equipment with new traffic signals, fiber optic cable, controllers, vehicle detection and wiring.
- Reconfiguration at the interchange to improve traffic flow.
- Construction of new ADA and PROWAG compliant pedestrian curb ramps.
- Installation of traffic monitoring equipment to assist in monitoring, collecting traffic data, and incident management from the City of St. Louis Real Time Traffic Management Center. Following the implementation of new traffic and ITS equipment, a signal coordination and timing study will be completed, and optimized signal timing will be implemented to further improve the efficiency of the corridor.

PROJECT SCHEDULE

<u>Task / Activity</u>	<u>Start</u>	<u>Completion Deadline</u>	<u>Duration (months)</u>
Engineering Services Contract Submitted & Approved to MODOT	4/2019	6/2019	3
Obtain Environmental Clearances (106, CE-2, etc.)	7/2019	2/2020	8
Public Meeting/Hearing (by City)		6/2020	1
Develop and Submit Preliminary Plans	7/2019	2/2020	8
Preliminary Plans Approved	3/2020	5/2020	3
Develop and Submit Right-of-Way Plans	2/2020	5/2020	4
Review and Approval of Right-of-Way Plans	6/2020	8/2020	3
Submit & Receive Approval for Notice to Proceed for Right-of-Way Acquisition (A-Date)	8/2020	9/2020	1
Right-of-Way Acquisition	10/2020	5/2021	8
Utility Coordination	7/2019	6/2023	48
Develop and Submit PS&E	7/2020	6/2021	12
District Approval of PS&E/Advertise for Bids	7/2021	9/2021	3
Submit and Receive Bids for Review and Approval	10/2021	12/2021	3
Project Implementation/Construction	1/2022	6/2023	18

The above listed schedule is based on CMAQ grant application. The schedule will likely be modified to reflect a required coordination with adjacent projects.

DISADVANTAGED-OWNED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

The City of St. Louis is fully committed to involving DBE firms in meaningful roles on all consultant contracts. To that end, the City, acting through MoDOT’s External Civil Rights Division, has established a goal of **18% DBE** participation for this consultant contract. The goal is a per cent of the original contract amount for the utilization of firms owned and controlled by disadvantaged individuals.

Firms submitting SOQs shall complete the DBE Utilization Plan by listing all DBE firms to be utilized on the project team and submit with the SOQ.

NOTE: Team composition shall remain the same unless change is submitted and approved by the President, Board of Public Service.

Only those DBE firms listed in the MRCC Directory will be counted towards achieving the DBE goal.

A copy of the current directory of Certified DBEs through [Missouri Regional Certification Committee (MRCC)] is available online at http://contribute.modot.mo.gov/business/contractor_resources/External_Civil_Rights/mrcc.htm or by contacting MoDOT at (573)526-2978.

CONSULTANT SELECTION PROCESS:

A qualification based selection process conforming to RSMo8.285 through 8.291 will be utilized to select the most qualified firm.

In accordance with the Revised Policies and Procedures for Procurement of Professional Service Agreements (dated May 2013), **the Tier II Selection process** will be utilized. This booklet may be viewed on the BPS website by going to the following link <http://www.stl-bps.org/policy.aspx>. Once Statements of Qualifications are received, the Selection Committee will meet to evaluate the SOQ's and **up to three of the top ranking firm will be invited to make presentations of their qualifications and approach to the Selection Committee** at a later date.

SUBMITTAL OF STATEMENTS OF QUALIFICATIONS:

Interested firms shall submit SIX (6) copies of the Statement of Qualifications for the type of work outlined above. SOQ shall be limited to FIVE (5) single-sided 8-1/2" x 11" pages with a minimum font size of 10 (the 5 pages do not include the DBE Utilization form or SF330 Part II). Electronic version of SOQ in *.pdf format on portable medium such as CD or pendrive must be included with the submittal.

NO OTHER MATERIAL WILL BE ACCEPTED – THIS INCLUDES A COVER SHEET OR COVER LETTER, COPY OF CERTIFICATIONS, REGISTRATIONS, etc. Statements of Qualifications shall be bound by a single staple and shall not be bound in any other manner. If additional information is included in the Statement of Qualifications, it will be removed from the SOQ before distributing to the Selection Committee members.

The qualifications and envelope shall identify the submittal is for:

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Statements of Qualifications will be received no later than 5:00 p.m. CT, JANUARY 10, 2019 at the Department of the President, Board of Public Service, 1200 Market Street, Room 301 City Hall, St. Louis, MO 63103. SOQ envelope shall be marked to the **Attention of Helen Bryant, Contract Supervisor**. Responses received after this time will not be accepted.

The Board of Public Service reserves the right to accept or reject any or all responses, or to cancel this request in part or in its entirety. All submittals become and remain the property of the City.

Statements of Qualifications shall include contact person name, firm name, address, phone and fax number, and e-mail address.

NOTE: Team composition shall remain the same unless change is submitted and approved by the President, Board of Public Service.

QUALIFICATIONS EVALUATION CRITERIA:

The Selection Committee will evaluate each Statement of Qualifications using the following criteria. Submittal shall be in the same sequential format as follows:

1. Provide examples of five comparable projects that show the experience, qualifications, and technical competence of the Prime Consultant completed within the last five years for which your company was the designer of record. These projects should be complete or near completion. Include record of meeting the project schedule, project budget, construction cost, design fee, and the M/W/DBE goals for these projects. Provide start and completion dates and references with names, phone numbers, and e-mail addresses of owner's representative who is most knowledgeable of your firm's performance. Project with incomplete information will not be considered toward the **Prime Consultant's** experience. Up to **four** points will be awarded for each applicable project. (0-20 points)
2. Present experience, qualifications, and technical competence of Project Manager **relative to the five projects** described in Item 1 above. List Project Manager's experience in managing similar projects within last five years if not directly associated with the firm submitting this proposal. Provide Project Manager's Professional Registration information including profession and license# (Do not include copy of license.). **Project Manager shall be a Professional Engineer licensed in the State of Missouri and shall be currently certified for MoDOT's LPA Basic Training.** (0-20 points)
3. Present experience, qualifications, and technical competence of **EACH SUBCONSULTANT** on the team **relative to five comparable projects** completed within the last 5 years. Include a description of the exact role of the subconsultant and % of project completed by subconsultant. Provide start and completion dates. These projects must be complete or near completion. (0-15 points)
4. Present your team's approach and any unusual issues/problems/difficulties anticipated. Present your team's understanding of special requirements, codes, and regulations pertinent to the project. Present your internal quality control procedures. (0-25 points)

5. Present a team organizational chart identifying each firm's role (including team member names) and responsibility in the project. Indicate availability of team members for the project. List the number of employees by employee classification for the Prime and each Subconsultant. (0-10 points)

6. The **DBE** Utilization Plan will be evaluated on the qualifications and feasibility of implementation as proposed. DBE firms will be evaluated and points assessed proportionately based on each of the DBE's applicable NAICS codes reflecting the actual work to be performed and the actuality of the % of the scope of work identified for each of the DBE's on the Utilization Plan compared to overall of scope of work entailed on the project. (0-10 points)

POINT OF CONTACT:

All questions shall be directed to Helen Bryant, Board of Public Service, by fax at 314-622-4028 or by e-mail at BryantH@stlouis-mo.gov (please reference project name in Subject Line if sending an e-mail). Answers to technical questions will be made available to consultants who have registered to download the RFQ from the BPS website or who have provided contact information when they received the RFQ.

**CITY OF ST. LOUIS
DISADVANTAGED-OWNED BUSINESS ENTERPRISE (DBE) UTILIZATION PLAN**

CONTRACTING AGENCY: _____ **Project Goal:** ___% DBE
PROJECT NAME: _____
NAME OF PRIME CONSULTANT: _____

It is the policy of the U. S. Department of Transportation and the City of St. Louis that businesses owned by socially and economically disadvantaged individuals (DBE’s) have the maximum opportunity to participate in the performance of contracts financed in whole or in part with federal funds. In this regard the prime consultant agrees to take all necessary and reasonable steps to assure that DBE’s have the maximum opportunity to compete for and perform services on this project. The prime consultant plans to utilize the services and/or supplies to be provided by the following certified disadvantaged-owned business enterprises in the execution of this project.

FIRM NAME ADDRESS PHONE NUMBER CONTACT PERSON	CERTIFYING AGENCY CERTIFICATION DATE CATEGORY CERTIFICATION NO.	WORK TO BE PERFORMED	DBE PERCENT

PRIME CONSULTANT AUTHORIZED SIGNATURE

DATE