



June 1, 2020

RE: Notice to Consultants
Request for Qualifications
Consulting Engineering Services
Mason Road Resurfacing and Multi-Use Trail
Mason Ridge Road to Clayton Road
St. Louis County Project No. AR-1746
Federal Project No. STP-5574(606)
East-West Gateway TIP No. 6905A-20

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
- Traffic Signal Replacement at Mason Road and Clayton Road
- Construction of a multi-use path on the west side of Mason Road from Mason Ridge Road to Clayton 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 Town and Country
- Pavement Borings and Design (if necessary)
- Utility Coordination (if necessary)
- Miscellaneous Pick-Up Survey Work (as necessary)
- Roadway, Sidewalk, and Shared Use Path 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)

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
- Right-of-Way Acquisition

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.

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| Qualifications Statements Due: | June 16, 2020 |
| Selection Announced: | July 2020 |
| Scoping Meeting: | July 2020 |
| Negotiation: | July 2020 – August 2020 |
| Council Authorization: | August 2020 – November 2020 |
| Contract Execution: | November - December 2020 |
| Estimated Notice to Proceed Date: | January 2020 |
| Preliminary Plans Approved: | March 2021 |
| Right-of-Way Plans Approved: | June 2021 |
| All Final Plans Complete: | June 2022 |

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 approach.

- 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 – 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)
 - Plan for sub-consultants to contribute meaningfully to this project (5 points)
- Project Approach – 50 points
 - Proposed project approach demonstrates a thorough understanding of the County's needs. (30 points)
 - Proposed project approach offers creative and innovative ideas that will enhance the County's ability to improve the roadway 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 16% 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 June 16, 2020 to be considered for this project. Questions regarding this solicitation shall be submitted in writing to the project contact above no later than 9:00 am on June 9, 2020. Failure to comply with the requirements of the RFQ may negatively impact the evaluation of the consultant's Statement of Qualifications.

Pursuant to Sections 107.400 and 107.401 SLCRO, all County solicitations, once published, are under a "Cone of Silence." All communication from a Vendor or a Vendor's Representative relating to this solicitation must follow the processes defined HEREIN. Any communication with other County staff regarding this solicitation is prohibited except the specific types of communication defined in Section 107.401 SLCRO. The Cone of Silence shall terminate at the time a contract resulting from the solicitation is executed or when all bids or proposals in response to the solicitation are rejected by the County.

Communications regarding this solicitation are authorized only with following County Staff. In addition, County clerical staff are permitted to route communications, including phone calls and written communications. Communications prior to the consultant selection shall be by email only. Communications after the consultant selection with authorized staff related to contract negotiations may be verbal or written. The Division Manager listed below may authorize additional points of contact as deemed prudent; all such authorizations shall be in writing.:

Program Support Engineer, Kori Neely, P.E., at KNeely@stlouisco.com
Project Manager, Glenn Henninger, P.E., at GHenninger@stlouisco.com
Design Division Manager, Joseph Kulesa, P.E., at JKulesa@stlouisco.com

Any information that SLCDOT is able to provide concerning these projects, including TIP applications and completed survey work (if available) will be posted and available for download with this RFQ at: <http://www.stlouisco.com/YourGovernment/BidsandRFPs>

***St. Louis County, Mason Road Resurfacing and Multi Use Trail
Cost Share with City of Town and Country
STP-5574(606)***

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|--------------------------------|---|
| Federal Aid No.: | Mason Road Resurfacing and Multi Use Trail STP-5574(606), TIP# 6905A-20 |
| Location: | Mason Road from Mason Ridge Road to Clayton Road |
| Proposed Improvement: | Resurfacing, convert 5' sidewalk to an 8' shared use path, and signal Replacement at Clayton Road. |
| Length: | 0.6 mile |
| Approximate Construction Cost: | \$1M-\$2M |
| DBE Goal Determination | 16% |
| Consultant Services Required: | <p>This project includes the following major scope elements:</p> <ul style="list-style-type: none"> • Resurfacing • ADA improvements • Traffic Signal Replacement at Mason Road and Clayton Road • Construction of a multi-use trail on the west side of Mason Road from Mason Ridge Road to Clayton 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 Town and Country • Pavement Borings and Design (if necessary) • Utility Coordination (if necessary) • Miscellaneous Pick-Up Survey Work (as necessary) • Roadway, Sidewalk, and Shared Use Path 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) |
| 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 • Right-of-Way Acquisition |

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| Contact: | Kori Neely, P.E. Program Support Engineer, Planning and Programming. St. Louis County Department of Transportation KNeely@stlouisco.com All questions and submittals via e-mail. Phone inquiries not accepted. |
| Deadline: | June 16, 2020 at 2:00 p.m. |