



100 NORTH MAIN STREET
O'FALLON, MISSOURI 63366
636.240.2000
FACSIMILE 636.978-4144
www.ofallon.mo.us

12/7/21

RE: Request for Qualifications 22-006: Crestview Drive Extension

Dear Consultant:

The **City of O'Fallon** is requesting the services of a consulting engineering firm to perform the described professional services for the project included in the attachments. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. The City of O'Fallon plans to utilize consulting engineering firm(s) for five (5) projects beginning in the year 2022. The City may award multiple projects to a single firm or select different firms for each project. **Please limit your letters of interest to no more than 3 pages per project.** This letter should include any information which might help us in the selection process, such as the persons or team you would assign to the project, the backgrounds of those individuals, and other projects your company has recently completed or are now active, previous federally-funded project experience, CMAQ, STP and MODOT Cost Share-specific experience.

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at www.modot.gov, in order to be counted as participation towards an established DBE Goal. We encourage DBE firms to submit letters of interest as prime consultants for any project they feel can be managed by their firm. **DBE goals are listed on the attachments.**

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.

It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) and an Affidavit of Compliance with the federal work authorization program along with a copy of your firm's E-Verify Memorandum of Understanding (15 CSR 60-15.020) be submitted with your firm's Letter(s) of Interest. These documents are not included in the total page count limit.

We request all letters be received by **12:00 p.m. local time on January 7, 2022.** Letter of interest should not exceed three pages total. A page is defined as 8-1/2 by 11 inches and printed on one side.

The City requires one original copy of the letter of interest and all supporting documentation with a copy of all documents contained on a flash/thumb drive delivered in an envelope labeled “RFQ 22-006 Crestview Drive Extension” to:

Julie Moellering, Purchasing Agent
100 North Main Street
O’Fallon, MO 63366
jmoellering@ofallon.mo.us.
Phone 636-379-5527

Sincerely,



Paul Talimonchuk
Project Manager
Engineering Department
City of O’Fallon



Office: 636.379.5513
Email: ptalimonchuk@ofallon.mo.us

Any questions regarding the project may be submitted to the City to my attention. We request any questions be submitted no later than **12:00 PM local time on December 31, 2021**

Attachments:

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Crestview Drive Extension

City/County <u>St. Charles</u>	Route <u>Crestview Drive</u>
Federal Aid No: No Current Federal Aid	
Location: Crestview Drive from Woodlawn Ave to Veteran's Memorial Drive	
Proposed Improvement:	Roadway Improvements, Storm water improvements, Pedestrian Improvements.
Length:	1 mi
Approximate Construction Cost:	\$3,688,000.00
DBE Goal Determination:	0%
Professional Services OJT	Not required
Consultant Services Required:	<p>Major Project scope items include:</p> <ul style="list-style-type: none"> • New roadway construction • Roundabout • Retaining wall/barrier • Storm Water Improvements • Lighting Improvements • ADA Improvements • Sidewalk/Path Pedestrian & Bike Improvements • Utility relocations, if required. <p>The engineering responsibilities may include but are not limited to the following:</p> <p>The preparation of Conceptual plans, Preliminary plans, Contract plans. Design services may include, right of way plans, surveying, geotechnical investigations, lighting design, storm water drainage design, public involvement, contract documents, assisting with the bidding process, construction support as needed, utility coordination and traffic controls including the preparation of PS&E and final documents.</p> <ul style="list-style-type: none"> • Preparation and submittal all necessary environmental clearances as necessary

	<ul style="list-style-type: none">• Preparation of all permitting required• Conduct topographic and ROW surveys at the project intersections and prepare electronic deliverables• Prepare concept engineering plans (30%) that include horizontal alignment, vertical alignment, basic intersection geometrics, conceptual improved drainage design, lighting design, conceptual traffic control plan, and cost estimate• Prepare ROW plans (70%) and associated legal documents for the City to obtain required easements and ROW needed for the project• Prepare all ROW and easement exhibits, legal descriptions, and all other work associated to acquisition.• Prepare draft final plans (95%) and contract documents for bidding. Submit draft final plans and contract documents.• Provide final construction plans (incl. comprehensive traffic control plans) and contract documents for bidding• Prepare and submit all required documentation for Plans Specs and Estimates (PS&E) approval from MoDOT.• Provide exhibits, material, and staff and open house style public meeting• Facilitate utility coordination by sending plans to utility companies• Provide shop drawing review and clarification of plans during the construction phase services• Attend coordination meetings as required.• Attend two (2) on-site visits during construction during critical
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Crestview Drive Extension Project Packet

	portions of work, to ensure compliance.
Other Comments:	<p>Interviews and/or presentation <u>may</u> be required as part of the consultant selection process.</p> <p>Funding will through the St. Charles County Road Board. There is no federal participation at this time, but federal funds may be sought for construction; therefore all regulations and processes regarding the utilization of federal and state funding sources will apply such as the Local Public Agency (LPA) manual.</p> <p>Currently this project does not require federal oversight, but the City plans to apply for federal construction funding. If obtained, it is anticipated that this project will require full Federal oversight by FHWA.</p> <p>Stakeholders include City of O'Fallon, St. Charles County Road Board, Missouri Department of Transportation and all stakeholders will be involved throughout the project. It will be essential to coordinate closely with these stakeholders throughout the duration of the project.</p>
Contact:	<p><i>Chris Clercx, Project Manager</i> <i>100 North Main Street</i> <i>O'Fallon, MO 63366</i> <i>636-379-5590</i> <i>Cclercx@ofallon.mo.us</i></p>
Deadline:	January 7, 2022 @ 12:00 PM
<ul style="list-style-type: none"> • Submit: Letter of interest should not exceed Three pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. The City requires one original copy of the Letter of interest and all supporting documentation with a copy of all documents contained on a flash/thumb drive delivered to: <p>Julie Moellering, Purchasing Agent 100 North Main Street O'Fallon, MO 63366 jmoellering@ofallon.mo.us. Phone 636-379-5527</p>	

- Please note that the Consultant is still responsible to ensure that their Letter is in full possession by the City in order to be eligible.

ADDITIONAL PROJECT INFORMATION:

This project consists of proposed improvements to be made to Crestview Dr, in O'Fallon, MO. The limits of the project are from the intersection of Woodlawn Ave south of Interstate 70 and west of the improvements installed as part of the I-70 Phase 2 project. This new roadway will extend approximately 2500 feet west to a new intersection at Veterans Memorial Parkway.

Crestview Dr is currently a deteriorating 21-foot wide two-lane roadway, with no dedicated shoulders, curbing, sidewalk, or enclosed drainage and includes a significant radius to roadway just to connect to Woodlawn Ave. The proposed project is not considered part of, but will complement, the I-70 Phase 2 project that improves the adjacent roadway east of Woodlawn Ave which connects to Hwy K as part of the overall I-70 corridor project. The proposed improvements will provide for an efficient and alternate route for vehicles traveling along Woodlawn Ave or Veterans Memorial Pkwy with access to the I-70 interstate system.

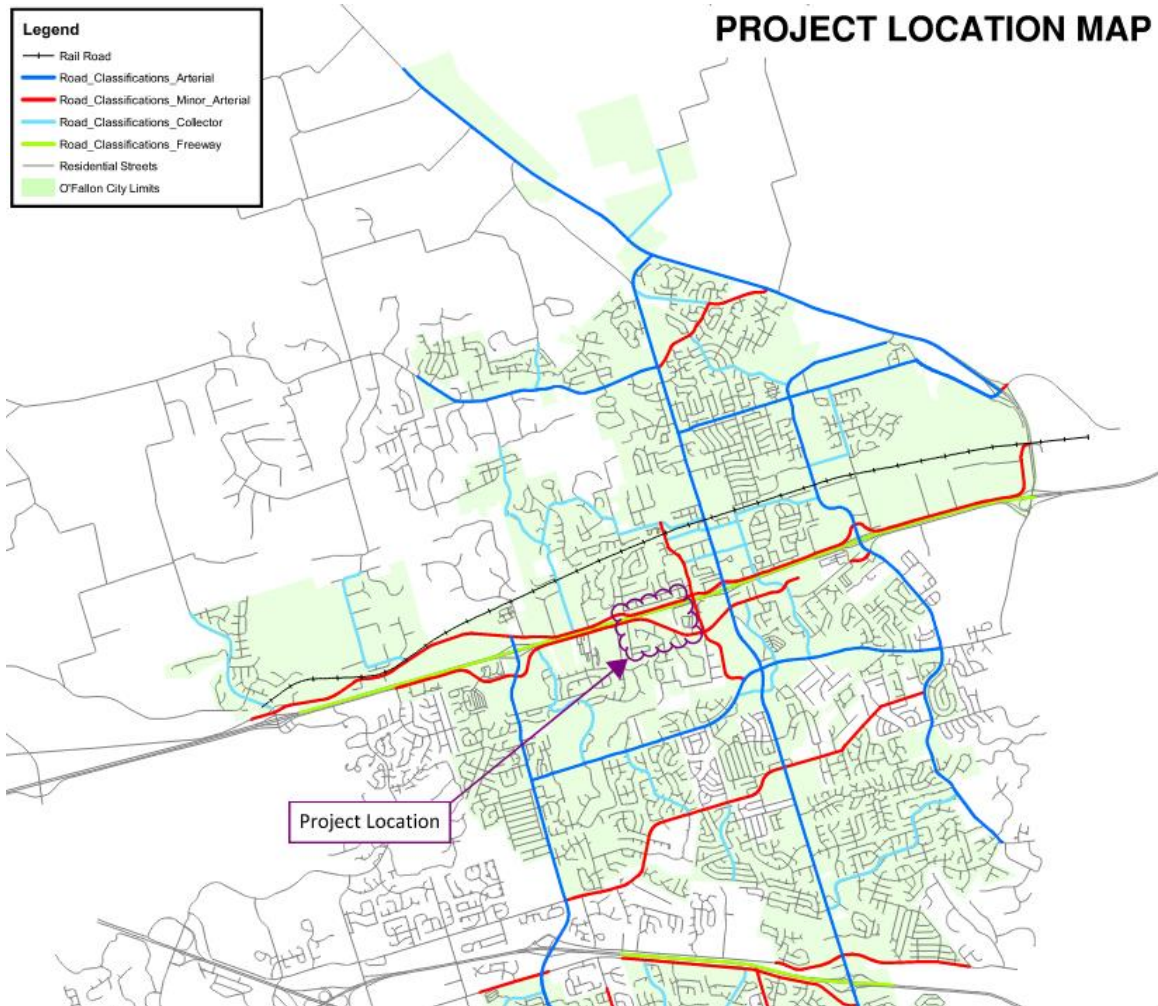
The scope of this project will address several issues on Crestview Dr, including the following: (1) improve the roadway cross section and bring the roadway to a standard level for the proposed use; (2) reconstruct and realign portions of Crestview Dr to alleviate a significant roadway curve issue near the Woodlawn Ave overpass bridge abutment wall; (3) construct pedestrian facilities along a portion of the roadway west of Woodlawn Ave for the existing residential and commercial properties and provide a pedestrian connection along Veterans Memorial Parkway to a major City Park destination; (4) address drainage/stormwater concerns by replacing some existing infrastructure (existing culvert, etc.) and installing new infrastructure to alleviate those issues; (5) install a new intersection connection (roundabout) at a point along Veterans Memorial Pkwy.

The intent of this project is to provide an alternate route for vehicles so as to alleviate congestion at the intersection of Veterans Memorial Parkway and Hwy K. Vehicular traffic will be able to utilize this roadway as a direct connection to the new one-way outer road system along I-70 east of Hwy K.

Crestview Drive Extension Project Packet

CRESTVIEW DRIVE EXTENSION PROJECT DEVELOPMENT SCHEDULE

Activity Description	Start Date (MM/YYYY)	Finish Date (MM/YYYY)	Time Frame (Months)
Receive notification letter	21-Oct	21-Oct	0
Execute agreement (project sponsor and DOT)	21-Nov	22-Jan	3
Engineering services contract submitted and approved*	22-Feb	22-Apr	3
Obtain environmental clearances (106, CE2, 7&E, etc.)	22-May	22-Jun	2
Public meeting/hearing	22-Jun	22-Jun	1
Develop and submit preliminary plans	22-Apr	22-Aug	4
Preliminary plans approved	22-Sep	22-Sep	1
Develop and submit right-of-way plans	22-Sep	22-Dec	4
Review and approval of right-of-way plans	23-Jan	23-Mar	3
Submit and receive approval for notice to proceed for right-of-way acquisition (A-Date) *	23-Jan	23-Mar	3
Right-of-way acquisition	23-Apr	23-Dec	8
Utility coordination	22-Apr	23-Dec	20
Develop and submit PS&E	N/A	N/A	N/A
District approval of PS&E/advertise for bids*	N/A	N/A	N/A
Submit and receive bids for review and approval	N/A	N/A	N/A
Project implementation/construction	N/A	N/A	N/A



BROOKS ACT CONSULTANT SELECTION INFORMATION

Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection. Additional criteria can be added with the approval of Central Office Design- MoDOT.

Experience and Technical Competence -	30	Max Points
Capacity and Capability -	30	Max Points
Past Record of Performance -	30	Max Points

O’Fallon Rubric for Evaluating Consultants

Point Range Legend

30 – 21 = excellent 20 – 11 = adequate 10 – 1 = fair 0 = inadequate

Experience & Technical Competence

Rate the qualifications of employees designated to this specific job, for example, assigning between 30 and 21 points for the most qualified personnel. Those rated between 20 and 11 points are considered good but lack extensive experience in the particular type of service desired. A value of 10 or less points is assigned to firms with well-qualified personnel who have no experience in the proposed area of work.

Capacity & Capability

Evaluate the consulting firm for experience on similar and related types of work it has performed. For example, assigning between 30 and 21 points is for many years of established practice in the proposed type of work and related studies. A value of between 20 and 11 points may be assigned for above average experience, while 10 or less points may be given for experience adequate to perform the contract. The points for a firm with little operating experience in the selected field may be reduced further. Reduce the rating for a level of personnel inadequate to handle the firm’s indicated workload. The submitted schedule will also be evaluated as part of this portion of the rankings.

Past Record of Performance

Rate the adequacy of firms that have previously performed work under contract in related fields, assigning a maximum and reducing the points for less experience.

BROOKS ACT CONSULTANT SELECTION INFORMATION

Consultant Selection Rating Sheet (Example)

City: O'Fallon
Route: Main St. – Phase I – Pitman Rd. to S. of R/R Tracks
Project: Main St. Phase I Project STP-7302(675)
Date:

Consultant	Experience & Technical Competence (Max. points=30)	Capacity & Capability (Max. points=30)	Past Record of Performance (Max. points=30)	Total 90

Rater Comments: