



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 22-004: **J6S3668 Cost Share Route K and N**

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 22-004 J6S3668 Cost Share Route K and N” 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 the attention of the project contact listed in the attachment. We request any questions be submitted no later than **12:00 PM** local time on **December 31, 2021**

Attachments:

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J6S3668 Cost Share Route K and N

City/County <u>O'Fallon, MO</u>	Routes <u>K and N</u>
Federal Aid No: J6S3668	
Location: Intersection of Highway K and Highway N in O'Fallon, MO	
Proposed Improvement:	Road widening/lane additions with pedestrian improvements
Length:	0.3 mi
Approximate Construction Cost:	\$1,060,000.00
DBE Goal Determination:	12%
Professional Services OJT	Not required
Consultant Services Required:	<p>Major Project scope items include:</p> <ul style="list-style-type: none"> • Dual Turn Lane Additions and Road Improvements • ADA Improvements • Sidewalk/Path Pedestrian & Bike Improvements • ITS and Traffic Signals • 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, storm water design, signal design, pavement 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 • Preparation of all permitting required

	<ul style="list-style-type: none">• 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, signal 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 portions of work, to ensure compliance.
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<p>Other Comments:</p>	<p>Interviews and/or presentation <u>may</u> be required as part of the consultant selection process.</p> <p>Funding will be through the Missouri Highways and Transportation Commission Cost Share Program. Therefore all regulations and processes regarding the utilization of these funding sources will apply such as the Local Public Agency (LPA) manual.</p> <p>It is anticipated that this project will require full Federal oversight by FHWA.</p> <p>Stakeholders include City of O’Fallon, St. Charles County, Missouri Highways and Transportation Commission and the 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>
<p>Contact:</p>	<p><i>Chris Clercx, Project Manager 100 North Main Street O’Fallon, MO 63366 636-379-5590 Cclercx@ofallon.mo.us</i></p>
<p>Deadline:</p>	<p>January 7, 2022</p>
<p>Submit: 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 22-004 J6S3668 Cost Share Route K and N” to:</p> <p>Julie Moellering, Purchasing Agent 100 North Main Street O’Fallon, MO 63366 jmoellering@ofallon.mo.us. Phone 636-379-5527</p> <ul style="list-style-type: none"> • 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 adding improvements, in the form of dual left turn lanes, to both the EB and WB approaches to the Highway K / Highway N interchange in the City of O'Fallon, MO.

The current conditions of this interchange consist of a single dedicated left turn lane and single through lane for both the EB and WB approaches to Highway K from Highway N. During the AM and PM peak hours, there is a substantial traffic backup that occurs along this corridor. As development continues to progress in the area, it is expected that traffic conditions will get worse and the level of service for this intersection will continue to degrade. As Highway K is the busiest roadway in the City and serves as a major arterial roadway for the region between three (3) different highways, it is imperative to try and improve the current conditions as it pertains to travel delay for motorists to allow for easier passage through the region.

The intent of this project would be to design and acquire ROW (if necessary) such that dual left turn lanes could be installed on both the EB and WB approaches on Highway N to the Highway K intersection. By installing these lanes, more vehicles can make a turning movement through the intersection in the same amount of phase time in the traffic signal. In turn, the through phase time could be lengthened to allow more traffic to pass through, as well. Through these changes, it should ease the traffic congestion that occurs in the area (affecting both the K/N interchange and the K/364 interchange) and help vehicles/motorists move the area more easily. In addition, the project would include some improvements to the sidewalks/ramps in the area for pedestrian access.

PROJECT DEVELOPMENT SCHEDULE:

<u>Notice to Proceed for Prelim. Engineering:</u>	<u>January 2022</u>
<u>Preliminary Engineering:</u>	<u>Jan 2022 - Jan 2024</u>
<u>ROW Approval (if required)</u>	<u>December 2022</u>
<u>ROW Acquisition:</u>	<u>Jan 2023 - Jan 2024</u>
<u>Final PSE Approval (MoDOT):</u>	<u>Jan 2024 - March 2024</u>
<u>Advertise for construction:</u>	<u>Mar - April 2024</u>
<u>Contract Approval for construction:</u>	<u>April-May 2024</u>
<u>Notice to Proceed for construction:</u>	<u>Jun 2024</u>
<u>Completion:</u>	<u>Q4 2024</u>

J6S3668 Cost Share Route K and N Project Packet

LOCATION MAP



AERIAL MAP



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.

