



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

12/15/21

RE: Request for Qualifications 22-003: **CMAQ-7302(691) Weldon Spring Road Phase 1**

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 22-003 CMAQ-7302(691) Weldon Spring Road Phase 1” 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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CMAQ-7302(691) Weldon Spring Road Phase 1

City/County <u>St. Charles</u>	Route <u>Weldon Spring Road</u>
Federal Aid No: CMAQ-7302(691)	
Location: Weldon Spring Road between Technology Dr & Valleybrook Dr	
Proposed Improvement:	Road Widening, Roundabout, Pedestrian Infrastructure
Length:	0.3 mi
Approximate Construction Cost:	\$2,360,368.00
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"> • New 3 lane 39' wide pavement with adjusted profile. • Roundabout • Street Lights • Retaining Walls • Drainage/Storm 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, retaining wall design, storm water drainage design, lighting design, landscape 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• 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, landscape design, lighting plan, 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.
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	<ul style="list-style-type: none"> Attend two (2) on-site visits during construction during critical 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 be through the East West Gateway Council of Governments (EWGCOG). 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, 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>
Contact:	<p><i>Paul Talimonchuk, Project Manager</i> <i>100 North Main Street</i> <i>O’Fallon, MO 63366</i> <i>636-379-5513</i> <i>Ptalimonchuk@ofallon.mo.us</i></p>
Deadline:	January 7, 2022 @ 12:00 pm
<p>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 22-003 CMAQ-7302(691) Weldon Spring Road Phase 1” 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:

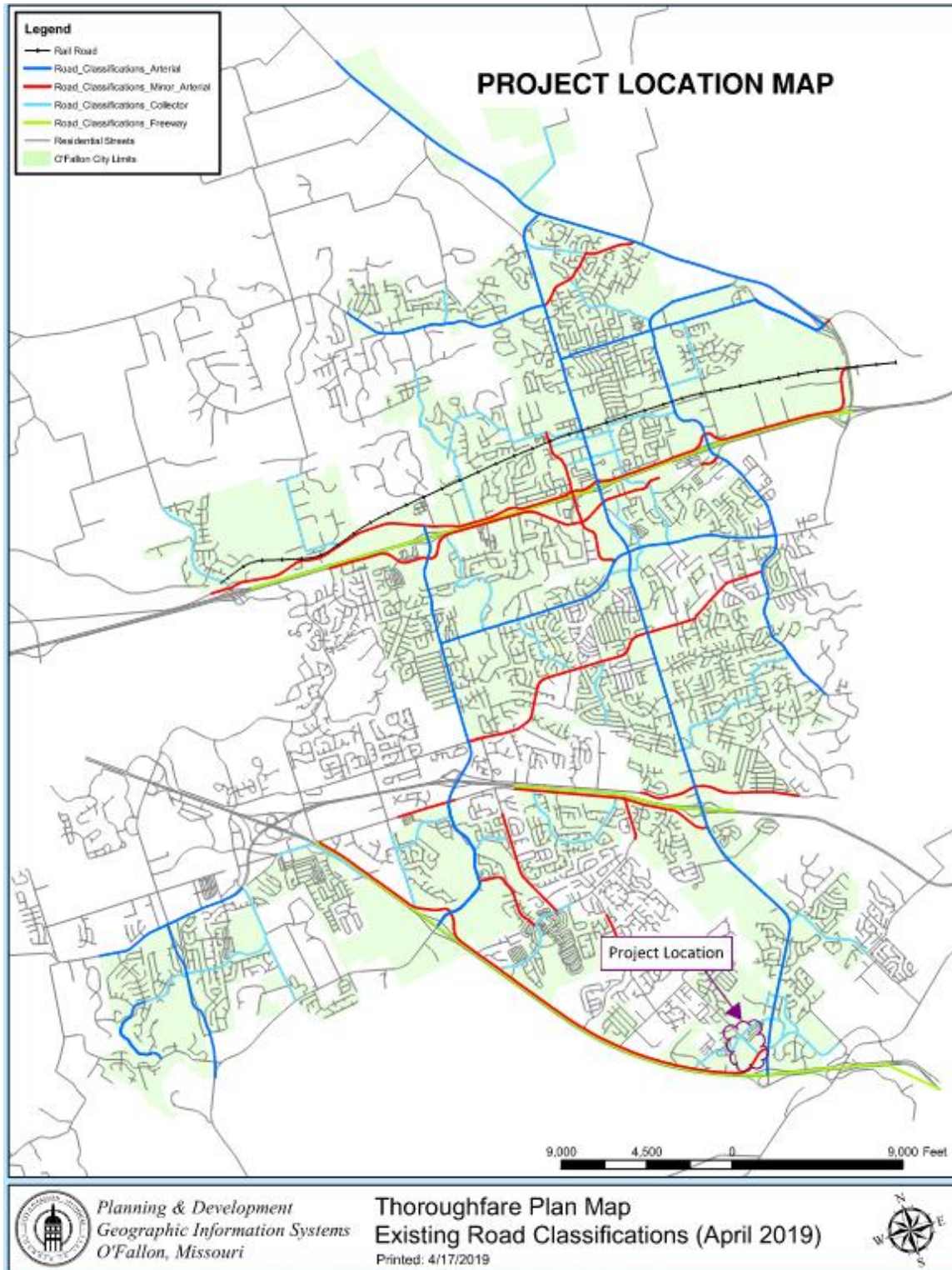
This project will consist of improvements along the Weldon Springs Rd corridor between Technology Dr and Valleybrook Dr. north of Crusher Rd. The current condition of this roadway is a deteriorated cross section of mostly asphalt pavement, with some transitions to concrete pavement. This roadway is currently utilized by around 8300 vehicles per day to access high density residential, residential, and commercial properties along and adjacent to this corridor. There is currently a segment of sidewalk that is undersized, segmented, and not in compliance with applicable ADA requirements. The existing drainage is open channel and very shallow in multiple locations to where ponding areas have expedited deterioration of the roadway. There is an elevation change in the profile located at the stop controlled intersection of Weldon Springs Rd and Crusher Dr. to where it was observed vehicles were challenged to have the proper traction during wet or inclement conditions in order to start moving through the intersection.

The improvements in this project include, but not limited to, a new three lane 39' wide concrete pavement cross section and adjusted profile, a new round about intersection at Weldon Springs Rd and Crusher Dr. to accommodate and improve the vehicular traffic through this section, installation of a 10' wide shared use path along the west sides of the roadway north of Crusher Dr to connect to existing shared use path installed by the new high density residential development from Technology Dr to Crusher Dr, a 6' wide sidewalk along the east side of the roadway from Technology Dr to Crusher Dr, including ADA compliant curb ramps, upgrades to the drainage system in general to mitigate ponding areas and provide any required detention, high visibility cross walks at the proper locations, a widened pavement section that will allow for a new segment/spur to the existing O'Fallon bike loop that currently traverses Technology Dr, and utility relocations to accommodate the improvements

This corridor currently has a high density residential development planned, which is currently in construction. This in turn anticipates a 1% growth rate for this corridor according to the traffic study performed for this development. The proposed round about will mitigate the negative impacts this will have on the level of service for this portion of Weldon Springs Rd. This development is also required to donate ROW land and funds to aid in construction of the round about. They will also be required to install a section of permanent 10' wide shared use path. It is anticipated that there will be some temporary road widening improvements completed by the development which will be addressed with the design and construction of the proposed application improvements.

CMAQ-7302(691) Weldon Spring Road Phase 1 Project Packet

PROJECT DEVELOPMENT SCHEDULE			
<i>Note: many stages can occur concurrently.</i>			
Activity Description	Start Date (MM/YYYY)	Finish Date (MM/YYYY)	Time Frame (Months)
Receive notification letter	10/2021	10/2021	1
Execute agreement (project sponsor and DOT)	11/2021	01/2022	3
Engineering services contract submitted and approved*	12/2021	02/2022	3
Obtain environmental clearances (106, CE-2, etc.)	03/2022	04/2022	2
Public meeting/hearing	04/2022	04/2022	1
Develop and submit preliminary plans	05/2022	06/2022	2
Preliminary plans approved	06/2022	07/2022	2
Develop and submit right-of-way plans	06/2022	07/2022	2
Review and approval of right-of-way plans	07/2022	08/2022	2
Submit and receive approval for notice to proceed for right-of-way acquisition (A-Date)*	07/2022	08/2022	2
Right-of-way acquisition	09/2022	09/2023	12
Utility coordination	06/2022	04/2024	22
Develop and submit PS&E	10/2023	12/2023	3
District approval of PS&E/advertise for bids*	01/2024	02/2024	2
Submit and receive bids for review and approval	03/2024	03/2024	1
Project implementation/construction	04/2024	04/2025	12
* Finish date must match fiscal year for each milestone shown in bold text.			



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:
Project:
Date:

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

Rater Comments: