



Public Works Department Capital Projects Division

414 E 12th St., 18th Floor
Kansas City, Missouri 64106

Phone: (816) 513-2589

February 9, 2024

In Re: Letter of Interest/ Request for Qualifications
Design Services for N. Oak Trafficway Reconstruction, NE 42nd to NE 46th
KC MO Project No. 89008525/ STBG-3001(007)

Dear Consultant:

The Kansas City MO Public Works Dept. is requesting the services of a consulting engineering firm to perform the described professional services for the project referenced above. 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 herein. Limit your letter of interest to no more than 18 pages. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to each project, the backgrounds of those individuals, and other projects your company has recently completed or are now active. It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) be submitted with your firm's Letter of Interest, or be on file with the KC MO Public Works Dept. The statement of qualification is not included in the total page count limit.

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.

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.

We request all responses be received by 5 m, (March 07, 2024) at General Services Dept., City of Kansas City, MO, City Hall, 17th Floor, 414 E. 12th St., KC MO, 64106. (Paper copies only; no electronic submission allowed).

Sincerely,

Randy Alewine, P.E.
District Engineer, Public Works Dept.

Attachment

City/County <u>Kansas City, Clay</u> N. Oak Trafficway	
Federal Aid No:	STBG-3001 (007)
Location:	KC MO
Proposed Improvement:	See Attached
Length:	0.5 miles
Approximate Construction Cost:	\$ 5,000,000
DBE Goal Determination:	<u>14</u> %
Consultant Services Required:	<i>See attached</i>
Other Comments:	Work is expected to begin 5.1.24
Contact:	Name: Randy Alewine, P.E. Address: 414 E. 12 th St., KC MO 64106 Phone: 816-513-2589 Email: randy.alewine@kcmo.org
Deadline:	March 7, 2024 5 pm
<ul style="list-style-type: none"> Submit: Letter of interest should not exceed 18 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Four (4) copies of the letter interest should be received at the address and by the time specified. 	

Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection.

Experience and Technical Competence -	10	Max Points
Capacity and Capability -	10	Max Points
Past Record of Performance -	10	Max Points
Total	30	Points

SCOPE OF SERVICES
N. Oak Reconstruction – NE 42nd to NE 46th Street
PROJECT NO. 89008525/ STBG-3001(007)

General Description

This Request for Qualifications is for design professional engineering services for the design of improvements of N. Oak Trfy. From NE 42nd to NE 46th Street. The scope of work is generally as follows:

- Street reconstruction including new pavement, curbs, sidewalks, driveway aprons, street lights, and any other required elements.
- Collection of street storm water runoff and conveyance to a dedicated storm sewer.
- Accommodation of bicycle traffic and evaluation of micro mobility use of complete street.
- Cost effective use of existing concrete pavement base to the extent possible thereby minimizing project cost and impacts to the environment.

The following requirements must be considered in completion of the work:

- Roadway re-construction work must provide bicycle and pedestrian facilities, where appropriate, and must incorporate other “complete street” concepts.
- Involvement of key stakeholders along the corridor, including the Kansas City Area Transportation Authority, surrounding neighborhoods, and affected property owners.

Due to the extent of the scope of work, the successful design professional for this project will consist of a multi-disciplinary team with expertise and experience in civil engineering, landscape architecture, water resources engineering, bicycle facility design, transportation planning and engineering, and street light design.

Scope of Services

The scope of services tasks to be completed under this contract is typically as follows:

Task 1 – Survey/Data Collection

Review available information and, if necessary, collect additional information as needed. Verify survey and supplement site survey as needed. Conduct site visits to verify field conditions and document existing conditions through photography or other means as necessary. Issue Utility Coordination Notice No. 1.

Task 2 – Storm Water Management

Describe and detail the volume of stormwater runoff that can be collected and routed to dedicated storm water conveyances at NE 43rd Street. Storm water collection and discharge must comply with KC MO standards for managing peak discharges and minimizing impacts downstream. A storm water study will be required for this project.

Task 3: Preliminary Design (30%)

1. *Prepare preliminary plans to 30% level of completion.* Plans should define the scope of each element in the project and the extent of the improvements. Plan set should include the following:
 - Cover Sheet

- Preliminary survey control and general layout sheets
 - Preliminary layout for streets, sidewalks, driveways, street lights, storm sewers and others as needed.
 - Preliminary Intersection Details
 - Preliminary Landscape Plans
 - Preliminary Lighting Plans
 - Preliminary Traffic Control Plans
 - Preliminary quantities and Cost Estimate
 - Draft Technical Specifications
2. *Plan Submittal and Review*
Submit preliminary plans and estimate for each project to the City for review and comment
- Make arrangements with City staff to field check preliminary plans
 - Meet with City to receive review comments
 - Revise and resubmit preliminary plans and estimates
3. *Utility Coordination*
- Improvement Notice No. 2
 - Schedule and attend utility coordination meeting

Task 4: Design Development (60% Design)

1. 60% Design Plan Sheets. DESIGN PROFESSIONAL shall prepare and submit 60% complete design drawings for all element of the project. Plans will also include detailed information with respect to storm sewer improvement plans, roadway and sidewalk replacement, erosion and sediment control, and stormwater management plans. DESIGN PROFESSIONAL shall perform an internal quality control review of design documents and calculations; and incorporate quality control review comments prior to submittal.
2. Construction Sequencing and Constructability Issues. DESIGN PROFESSIONAL shall include traffic control and detour plans, where appropriate. DESIGN PROFESSIONAL will evaluate the sequence of construction, the necessity of coordination with other applicable projects, and examine issues of phasing and constructability in consultation with the City. DESIGN PROFESSIONAL will develop phased construction descriptions and schematics as required for inclusion in the Construction Contract Documents.
3. 60% Technical Specifications. DESIGN PROFESSIONAL shall develop a specifications list for all elements of the project and provide review comments for consideration by the CITY. The CITY's technical specifications shall be supplemented with technical specifications developed by the DESIGN PROFESSIONAL, where appropriate.
4. 60% Opinion of Probable Construction Cost. Prepare an updated opinion of probable construction cost for project based on the 60% design plans and technical specifications developed, and any review comments received from the CITY related to the DESIGN PROFESSIONAL's preliminary opinion of probable construction costs.
5. Deliverables. DESIGN PROFESSIONAL shall submit the following for CITY review:
 - a. Three (3) half-size printed and bound sets of 60% design plan sheets
 - b. Three (3) printed and bound sets of 60% technical specifications list, specification sections developed by DESIGN PROFESSIONAL

- c. Three (3) printed and bound sets of the 60% Opinion of Probable Construction Cost
- d. One (1) printed copy of DESIGN PROFESSIONAL's review comments pertaining to the CITY's front-end contract documents and standard technical specifications
- e. A single electronic file in PDF of all documents

Task 5: Right of Way Plans

Develop ROW plans. Acquisition will be done by the City. Includes establishment of limits of Temporary and Permanent Easements, securing property title information, developing legal descriptions, assist in preparing deeds, and modifications to plans and documents as may be required by ROW acquisition negotiations.

Task 6: Final Design

Prepare and submit final plans including demolition, plan and profile, grading plans, storm sewers, cross sections, driveway replacement and details, erosion control plans, signage, specifications, revised opinion of cost, and final ROW sheets.

100% Plan Sheets. Address review comments received from the CITY related to 60% submittal and incorporate them into the design documents. Prepare and submit drawings to the CITY for review and comment at the 100% design stage. Perform an internal quality control review on the drawings and incorporate review comments prior to submittal to the CITY.

100% Technical Specifications. The CITY's standard technical specifications will be used for the Project and supplemented with technical specifications developed by the DESIGN PROFESSIONAL, which shall be updated to reflect 60% review comments. The supplemental technical specifications.

100% Opinion of Probable Construction Cost. Prepare an updated opinion of probable construction cost based on the 100% design plans and technical specifications developed, and any review comments received from the CITY related to the DESIGN PROFESSIONAL's 60% opinion of probable construction cost submitted.

- a. Deliverables. DESIGN PROFESSIONAL shall submit design plans as part of the overall project design documents, including one (1) printed copy of DESIGN PROFESSIONAL's review comments pertaining to the CITY's front-end contract documents and standard technical specifications.

Task 7: Bidding

The project will be advertised for bid by the City. At the City's request, design professional may assist City during the bidding process by responding to questions received, attending a pre-bid conference, preparing or assisting in the preparation of any addendums, and preparing any modifications to drawings as may be required.

Task 8: Construction Engineering

Construction management and inspection will be provided by the City. As part of this task, Design Professional shall attend a pre-construction conference, attend construction progress meetings, answer RFI's or provide supplemental design instruction as may be needed, review submittals for conformance to specifications, conduct site visits, attend substantial and final inspections, and prepare punch lists.

Additionally, the engineering responsibilities may include but are not limited to the following; preparation of conceptual plans, preliminary plans, contract plans and ROW plans. Design services may include ROW plans, surveying, geotechnical investigations, public involvement, environmental and historic preservation services/ permits, contract documents, assisting with the bidding process, utility coordination/ permits and traffic control plans. Deliverables will also include PS&E and final bid documents.

Sustainability

The City has adopted an overall policy supporting a greater use of “green solutions” or enhanced sustainability measures that considers environmental quality, social equity and economic vitality. Include a concise summary of your company’s policies, strategies, and actions that demonstrate your philosophy and commitment to sustainability. In order to minimize waste, enhance efficiencies, and achieve multiple benefits and project synergies, all City projects must identify opportunities for sustainability improvements and implement those improvements when financially reasonable and operationally practical.

The Envision rating system is used by the City’s Public Works Department to promote sustainability in a variety of infrastructure projects and to encourage sustainable approaches as an important part of project design. Envision will also be used to evaluate and grade the sustainability of project components as they are developed.

- a. As part of the Project Approach, describe how your proposal will address the established City policies referenced in this RFP specific to the project or service on which you are proposing.
- b. In order to incorporate sustainability and efficiency throughout the planning, design, construction, operation and maintenance of the project, highlight each component of the project that you feel deserves consideration in this context and demonstrate how these components are efficiently integrated into the project.
- c. Use of Alternates. If sustainability opportunities are identified that are outside the exact scope of this RFP, the City will consider and evaluate alternates that accomplish the overall intent of the project in more efficient and sustainable ways, provided their initial cost premium is no greater than 10 percent and their demonstrated rate of return on the investment is not greater than 10 years. The City reserves the right to modify these criteria depending on intangible benefits that are difficult to quantify and based on information submitted by the Proposer and additional research as necessary.
- d. If it is not possible to comprehensively integrate significant sustainability measures, then highlight elements you feel deserve consideration in this context.