



THE CITY OF PAGEDALE

1420 FERGUSON AVE.
PAGEDALE, MISSOURI 63133

314 726-1200 office
314 726-2604 fax

April 21, 2016

Dear Consultant:

The City of Pagedale, Missouri is requesting the services of a consulting design and engineering firm to perform the described professional services for the project included on the attached list and further described in the attached Request for Qualifications. 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 attachment. Please structure your response as described in the attached RFQ. Limit your letter of interest to no more than eight pages. 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 with **City of Pagedale**.

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at http://www.modot.org/business/contractor_resources/External_Civil_Rights/mrcc.htm, 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. The list may be found at:
<http://www.modot.org/business/lpa/documents/ConsultantPreQualList.pdf>

We request all letters be received by 3:30 pm, May 12, 2016, at **1420 Ferguson, Pagedale, MO 63133**.

Sincerely,

Fran Stevens
City Clerk, City of Pagedale

Attachments

| Pagedale, St. Louis County, MO | |
|---------------------------------------|---|
| Federal Aid No: | STP-5402(613) |
| Location: | Intersection of Page and Ferguson Avenues and the adjacent right of way along Page, from approximately 300 feet west of the center point of the intersection to approximately 500 feet east of the center point of the intersection, and along Ferguson Avenue from McNamee Avenue north to the vehicle entrance of the newly constructed Pagedale Town Center I project (cinema and commercial/retail project on the northeast corner of Page and Ferguson) approximately 180 feet north of the center point of the intersection, City of Pagedale, MO |
| Proposed Improvement: | Reducing the number of lanes of vehicular traffic; Increasing the width of sidewalks; Adding new curbs, gutters, and on-street parking; Adding landscape and hardscape elements to streetscape; Replacing the right-of-way lighting systems (vehicular and pedestrian); Reconfiguring the pedestrian crossings at the intersection of Page and Ferguson Avenues; Signalizing the pedestrian crossings; Adjusting the traffic signalization at Page and Ferguson to the new roadway configuration; and, Creating space for a future installation of the St. Vincent's Greenway connector. |
| Length: | 0.3 miles |
| Approximate Construction Cost: | \$850,000 |
| DBE Goal Determination: | 12% |
| Consultant Services Required: | Perform boundary surveys, topographic surveys and utility investigations and preparation of other documentation of current physical conditions as required; Identify existing easements and acquire new easement rights to allow new curbing and private property access; Prepare Design Development Drawings and Construction Drawings and Specifications that fully define Master Plan concepts for roadway paving and striping, gutters, curbs, sidewalks, landscaping and irrigation, hardscaping, street and pedestrian lighting and intersection signalization and are suitable for construction bidding; |

| | |
|---|--|
| | <p>Prepare construction cost opinions at 50% and 100% complete drawings;</p> <p>Prepare Plans, Specifications, and Estimate documents as required by MoDOT for construction bidding;</p> <p>Assist in the coordination of and assist with the conduct of community engagement regarding the project design development; and,</p> <p>Record and distribute written summaries of design meetings, community meetings, and other pertinent meetings and discussions regards the project.</p> <p>Submit completed plans to agencies affected by the Project for review and comment and coordinate review, comment, responses to comments, and approval.</p> <p>Assist with construction bidding process, contract award process, assist with preconstruction conference, perform periodic site inspection, prepare change orders, inspect construction materials, check shop drawings submitted by contractor, conduct construction test and inspection, be present during critical construction operations, work with County to do full time inspections and reporting and participate in final inspection.</p> |
| Other Comments: | |
| Contact: | <p>Name: Fran Stevens, City Clerk</p> <p>Address: 1420 Ferguson, Pagedale, MO 63133</p> <p>Phone: 314-726-1200</p> <p>Email: fstevens@cityofpagedale.org</p> |
| Deadline: | 3:30 PM, May 12, 2016 |
| <ul style="list-style-type: none"> • Submit: Statement of Qualifications as defined in the attached Request for Qualifications | |

Pursuant to the Brooks Act for Consultant Selection, criteria for the basis of selection is briefly listed below and more fully outlined in the attached Request for Qualifications.

Prime Consultant Experience and Technical Competence – 15 Max Points

Project Manager Experience and Technical Competence – 15 Max Points

Subconsultant experience and Technical Competence – 15 Max Points

Project Approach and Unusual Problems/Issues Anticipated – 20 Max Points

Project Team Capacity and Capability to Perform Project – 10 Max Points

CITY OF PAGEDALE

REQUEST FOR QUALIFICATIONS
ENGINEERING, DESIGN, AND CONSTRUCTION ENGINEERING SERVICES
FOR
GREAT STREET MASTER PLAN RIGHT OF WAY IMPROVEMENTS
INTERSECTION OF PAGE AND FERGUSON AVENUES
PAGEDALE TOWN CENTER, PAGEDALE, MISSOURI



Finished streetscape rendering (Courtesy H3 Studio)

PURPOSE:

The City of Pagedale (the “City”), is seeking Statements of Qualifications from firms interested in providing engineering, design, and construction engineering services necessary for the design and reconstruction of the intersection of Page and Ferguson Avenues (the Project) in accordance with the right of way Master Plan for Pagedale Town Center (the “Master Plan”). The need for this design, engineering, and construction engineering services project arises from the City’s desire to implement the right of way improvements identified in the Master Plan, which was developed through an East-West Gateway Council of Governments Great Streets Project and has been provided Federal funding aid through a Transportation Improvement Project award. An overview of the full concept design created for Page Avenue in Pagedale Town Center through the Great Streets project can be found on-line at the following web address:

<http://www.ewgateway.org/GreatStreets/PageAve/pageave.htm>

A copy of the Master Plan itself, including the right of way designs, is available at the following web address:

<http://www.ewgateway.org/pdf/files/library/greatstreets/pageaveplan/PageAvePlan-Complete.pdf>

The Project right of way designs in the Master Plan call for significant changes in the right-of-way and lighting systems including: reducing the number of lanes of vehicular traffic; increasing the width of sidewalks; adding landscape and hardscape elements on sidewalks; replacing the right-of-way lighting systems; reconfiguring the pedestrian crossings at the intersection of Page and Ferguson Avenues; signaling the pedestrian crossings; and, creating space for a future installation of the St. Vincent's Greenway connector.

To complete the design work necessary and construct the changes called for in the Master Plan, additional documentation of the current physical conditions must be prepared, the Master Plan concepts must be fully defined, designed and specified, and the detailed construction drawings and specifications necessary for bidding and constructing the improvements must be prepared in accordance with MoDOT requirements for Transportation Improvement projects and must be approved by the City and MoDOT. Through this RFQ and selection process, the City seeks to secure the service of a team of professionals with qualifications in streetscape design, civil engineering, traffic engineering and other disciplines who will provide services needed to complete the streetscape design and prepare the drawings and specifications for the construction of the desired improvements. The desired services include: right-of-way boundary survey, right-of-way topographic survey, identification and acquisition of right-of-way easements, location of utilities in the right-of-way, documentation of electrical service and distribution, preparation of landscape and hardscape designs, preparation of lighting designs, preparations of traffic signalization and traffic lane modification designs, approval of designs by all required governmental agencies and utility companies, and preparation of construction documents necessary to bid and construct the project.

The designs created for this project must reflect the concepts prepared in the Master Plan for this area of the right of way and must make best efforts, within the constraints of the available construction budget, to achieve the goals identified in the characteristics of Great Streets as identified in Figure 1 on the following page.

Figure 1: the Eight Characteristics of Great Streets (Courtesy East-West Gateway C.O.G.)

8 Great Characteristics of Great Streets

- 1 Great Streets are great places** The street is public space. Features such as buildings, walkways, open space, and activity help establish a community's sense of place.
- 2 Great Streets integrate land use and transportation planning** The transportation network is planned to refine and support a community's vision. Both the land use and transportation elements must work cohesively at the local level and within a regional context.
- 3 Great Streets accommodate all users and all modes.** A plan includes a practical network of all travel modes. Trips to, through, and within an area are all facilitated. Priority for pedestrians, motorists, transit riders, cyclists, and service functions is balanced according to use and need. Most every trip begins and ends on foot, so parking, transit stops, and bicycle facilities provide safe and amenable transitions to walking.
- 4 Great Streets are economically vibrant** A healthy local economy draws diverse functions, attracts investment, builds creative fiscal stewardship, and supports social activity. Great streets provide stability and resilience for surrounding neighborhoods. They also offer healthy and free access to neighborhood retail and services for those who live or work near them.
- 5 Great Streets are environmentally responsible** Great Streets provide an attractive and refreshing environment by working in concert with natural systems. Addressing environmental concerns such as storm water runoff, urban heat island effect, planting maintenance, as well as air, sound and light pollution, can add value and durability by reducing energy consumption, waste, and project costs.
- 6 Great Streets rely on current thinking** Great Streets rely on current best practices, advances in technology, and lessons learned from local and global examples. Collaboration with those charged with plan implementation is essential when applying such practices to the local context.
- 7 Great Streets are measurable** Key issues are identified and considered in terms of current conditions and aspirations. Defining important issues, goals, and strategies facilitates constructive discussion when weighing priorities and resources. Tying measures to the goals allows key elements of a project to be assessed over time.
- 8 Great Streets develop collaboratively** Combining local knowledge with technical skill is essential. People who live, work, and play in a place must work with a design team throughout a planning process. In doing so, the community develops a sense of ownership and an expectation to effect change. All involved must be well prepared to evaluate the work and weigh competing issues. The process is equally important as the final plan.

Saint Louis
Great Streets
INITIATIVE
LEARN · SHARE · PLAN · BUILD

To learn more about what characteristics are found in great streets, as well as the design and process issues involved, you can start with the Digital Design Guide online at www.greatstreets-stl.org/

Project Background:

The vision for the Great Streets project on Page Avenue in Pagedale is to transform Page from Pennsylvania to Sutter from an unattractive roadway that was functionally suitable only for its commercial/service corridor past into a complete, walkable, green, and attractive street suitable for the mixed-use district that is under development. The transformation will entice pedestrian use and help create a central place of activity for Pagedale area residents that is needed to compliment the more than \$25,000,000 in new development recently completed and the tens of millions more planned for the years to come. Improving the Page and Ferguson intersection is a vital part of achieving these goals, both short and long term.

SCOPE OF SERVICES:

The geographic area of the scope of work is the intersection of Page and Ferguson Avenues itself and the adjacent right of way along Page, from approximately 300 feet west of the center point of the intersection to approximately 500 feet east of the center point of the intersection, and along Ferguson Avenue from McNamee Avenue north to the vehicle entrance of the newly constructed Pagedale Town Center I project (cinema and commercial/retail project on the northeast corner of Page and Ferguson) approximately 180 feet north of the center point of the intersection. This geographic area is referred to in the remainder of this RFQ as the Project Area.

The desired services include: right-of-way boundary survey, right-of-way topographic survey, identification and acquisition of right-of-way easements, location of utilities in the right-of-way, documentation of electrical service and distribution, preparation of landscape and hardscape designs, preparation of lighting designs, preparation of traffic signalization and traffic lane modification designs, approval of designs by all required governmental agencies and utility companies, and preparation of construction documents necessary to bid and construct the project all as summarized below.

PART I – Documentation of Current Conditions

The current conditions in the Project Area must be accurately documented to facilitate the creation of workable and affordable designs and the preparation of usable construction documents including boundary surveys, utility surveys, easement identification and acquisition, topographic surveys and preparation of other current condition documentation as may be required.

Part II – Design Development Services

The right of way design concepts in the Master Plan and the items prepared in Part I – Documentation of Current Conditions, will be used as the basis for the design development activities. In this part and all subsequent parts of the design and engineering services project, the selected design and engineering service provider will coordinate with officials from the City of Pagedale, St. Louis County, Missouri Department of Transportation, and representatives of all utility providers to ensure that the concerns and needs for coordination of efforts by these organizations are addressed. The City will appoint a project design overview team and will invite St. Louis County Highway and Traffic, Missouri Department of Transportation, key utility providers, Great Rivers Greenway, Beyond Housing, 24:1 Community Land Trust, and other key stakeholders to participate on the design review team. The selected design and engineering team will coordinate its efforts closely with the design overview team to ensure that the designs adhere to the concept identified in the Master Plan, are acceptable to all parties, and are coordinated with all parties as they are prepared. Figure 2, Figure 3, and Figure 4 on pages 8, 9, and 10 of this document present the applicable portions of the Master Plan for reference.

In the performance of this part of the design and engineering services project, the team will address and resolve conflicts between the concept design and issues identified in the documentation of current conditions, will complete the aesthetic design and materials choices for the Project, and will prepare for review a preliminary Project cost estimate at what is considered 50% complete drawings.

The drawings that are prepared will address: streetscape design, including hardscape elements and landscape elements, street and sidewalk lighting designs; intersection geometry; and, traffic and pedestrian control and signalization plans.

The drawings that are prepared in this part of the project will include the preparation of “Preliminary Plans” that will be provided to MoDOT for review.

In this part of the project, the selected design and engineering service provider will assist the City in the organization and conduct of a public review of the Project and Project Plans to ensure that the designs are acceptable to community members.

Services and deliverables from this part of the project will include:

- Preliminary drawings for MoDOT review
- Sidewalk, landscape, and hardscape materials palettes
- Drawings and technical specifications at 50% complete
- Cost opinion at 50% complete
- Review of Project materials submittals with MoDOT and other approving parties
- Written meeting summaries

PART III – Construction Documentation Preparation

Using the preliminary drawings approved by MoDOT and the design elements approved by the design oversight team, the selected design and engineering service provider will prepare construction documents for the Project. The documents prepared in this part of the project will provide construction design detail and specifications for all aspects of the project including: roadway and traffic lanes modifications, construction and striping; traffic and pedestrian control and signalization; utilities; storm water management; structural elements; landscaping; hardscape elements; irrigation; and, street and pedestrian lighting. A cost opinion of the 100% drawings will be prepared and reviewed with the design oversight team. The Plans, Specifications and Estimate (PS&E) will be prepared and will be submitted to MoDOT for review and approval.

Services and deliverables from this part of the project will include:

- Construction Drawings (grading, hardscape, landscape, traffic and pedestrian control and signalization, construction phasing, signing and striping, storm sewer modifications, irrigation, lighting, electrical, and other necessary elements)
- Phasing drawings
- Technical specifications
- Construction cost opinion (based on 100% drawings)
- Final PS&E

Part IV – Agency Submittal

The selected design and engineering team will submit completed plans to agencies affected by the Project for review and comment. The selected design and engineering team will provide the plans to the agencies and coordinate review, comment, responses to comments, and approval.

Part V – Bidding and Construction Support

The City will issue the approved PS&E documents for bidding according to the approved MoDOT procedures for LPA projects. The selected design and engineering services provider will support the City during bidding by answering questions from bidders, responding to Requests For Information (RFIs), providing pre-bid conference support, and assisting with bid award meetings. Design and engineering services provider will also assist in the contract award process.

During construction, the design and engineering services provider will work with contractor on behalf of the City, assist with preconstruction conference, perform periodic site inspection, prepare change orders, inspect construction materials, check shop drawings submitted by contractor, conduct construction test and inspection, be present during critical construction operations, work with City to do full time inspections and reporting and participate in final inspection.

Figure 2: Western Section of Page Avenue to Ferguson:

CROSS-SECTION W1: FROM BUCKNER AVENUE TO FERGUSON AVENUE

This portion of Page Avenue can be described as the western Town Center area. The cross-section is structured to support a mixed-use area with wide decorative sidewalks, pedestrian & vehicular lighting with area branding, urban landscaping and tree grates, on-street parking (or right turn lanes, as needed), travel lanes, and a landscaped median for turn lanes (when necessary), beautification, and safe crossings. This portion of Page Avenue should include, at minimum:

- Two (2) Travel Lanes (one either direction) at eleven (11') feet wide
- One (1) Landscaped Center Median with Left Turn Lane, as necessary, at sixteen (16') wide
- Two (2) Dedicated Bike Lanes (one either direction) at six (6') feet wide
- Two (2) On-Street Parking Lanes (when possible) at eight (8') feet wide
- Two (2) Landscape / Bioretention Zones (one either side) at eight (8') and twelve (12') wide
- Two (2) Sidewalks (one either side) at nine (9') and eleven (11') wide

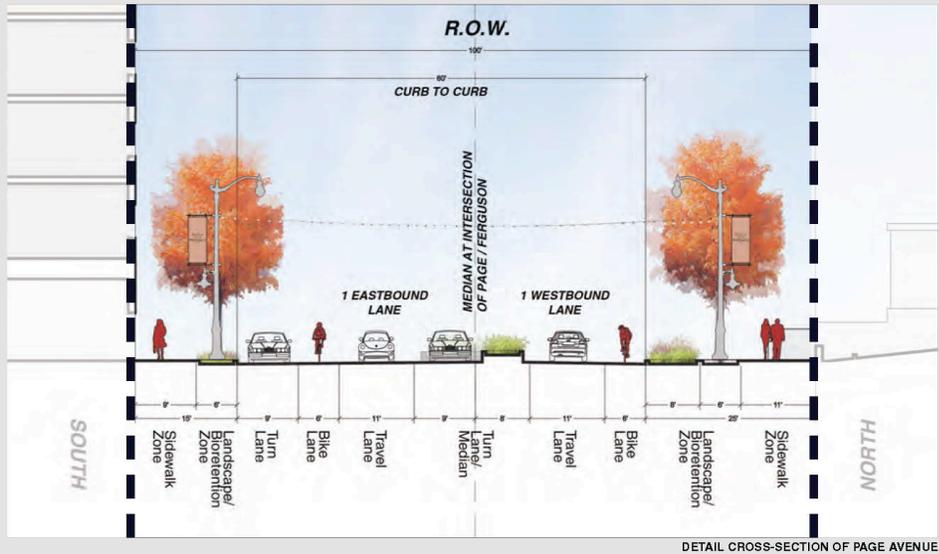
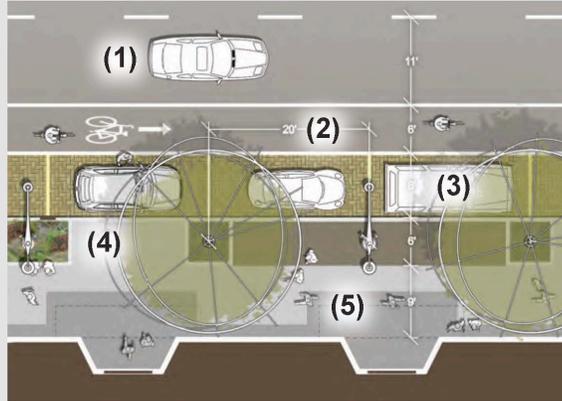


Figure 4: Detail Sections of Proposed Improvements:

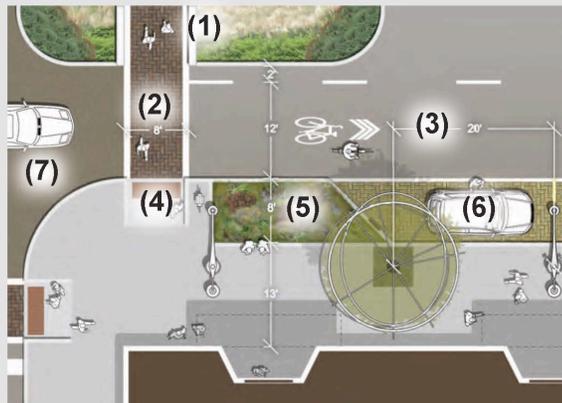
TYPICAL BLOCK DETAIL

1. Free flowing lanes of travel.
2. Bike Lanes are located adjacent to on-street parking lanes.
3. Metered on-street parking lanes provide convenient street parking for commercial businesses.
4. Landscape / bioretention zones provides an area for rain gardens and trees (with grates), as well as areas for outdoor dining and waiting spaces.
5. The sidewalk zone provides a clear pathway for pedestrians to move through the street, as well as a slower retailing zone where pedestrians can stop and window shop.



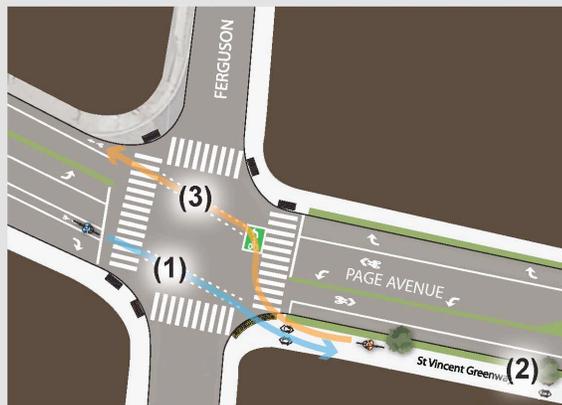
TYPICAL CORNER DETAIL

1. Median refuge areas provide a very safe and comfortable waiting area.
2. Pedestrian crosswalks with textured materials assist with traffic calming.
3. Shared lanes for bicycles and cars.
4. Pedestrian ramps with tactile strips.
5. Rain gardens on the bumpouts can add visual appeal and provide further stormwater mitigation.
6. Metered on-street parking lanes provide convenient street parking for commercial businesses.
7. Textured materials in the intersections add to the beautification of the roadway and branding of the area.



TYPICAL INTERSECTION DETAIL (PAGE & FERGUSON)

1. Eastbound bicyclists are directed to the St. Vincent Greenway via intersection pavement markings. Vehicular cyclists who prefer to take the lane may do so by following the shared lane markings.
2. Bicycle and pedestrian pavement markings on the trail surface reduce conflicts by separating the operating spaces for each mode.
3. To reduce conflicts with right turning vehicles, westbound bicyclists are directed to use a two-stage turn queue box to cross to the Bike Lanes.



SUBMITTAL OF STATEMENT OF QUALIFICATIONS:

Interested firms shall **submit SIX (6) copies** of the Statement of Qualifications (SOQ) for the type of work outlined above. SOQ shall be **limited to EIGHT (8) single-sided 8-1/2” x 11” pages with a minimum font size of 10**

NO OTHER MATERIAL WILL BE ACCEPTED – THIS INCLUDES A COVER SHEET OR COVER LETTER, COPY OF CERTIFICATIONS, REGISTRATIONS, etc. Statements of qualifications shall be bound by a single staple and shall not be bound in any other manner. If additional information is included in the Statement of Qualifications, it will be removed from the SOQ before distributing to the Selection Committee members.

The qualifications and envelope shall identify the submittal is for:

**STATEMENT OF QUALIFICATIONS
PROFESSIONAL DESIGN & ENGINEERING SERVICES FOR
GREAT STREET MASTER PLAN RIGHT OF WAY IMPROVEMENTS
PAGEDALE TOWN CENTER
1420 FERGUSON AVENUE
PAGEDALE, MISSOURI 63133**

Statement of Qualifications will be received no later than 3:30 PM, May 12th, 2016 at City of Pagedale, Attention: Fran Stevens, City Clerk, 1420 Ferguson Avenue, Pagedale, MO 63133. SOQ envelope shall be marked to the Attention of Fran Stevens, City Clerk. Responses received after this time will not be accepted.

City of Pagedale reserves the right to accept or reject any or all responses, or to cancel this request in part or in its entirety. All submittals shall become and remain the property of City of Pagedale.

QUALIFICATION EVALUATION CRITERIA:

Statement of Qualifications shall include contact person name, firm name, address, telephone number, and fax number.

The Selection Committee will evaluate each Statement of Qualifications using the following criteria. Submittal shall be in the same sequential format as follows:

1. Provide examples of three (3) comparable projects that show the experience, qualifications, and technical competence of the **PRIME CONSULTANT** completed within the last five years for which your company was the designer or civil engineer of record. These projects should be complete or near completion. Include record of meeting the project schedule, project budget, and M/W/DBE goals for these projects. Provide start and completion dates and references with names, phone numbers, and e-mail addresses of owner's representative who is most knowledgeable of your firm's performance. Projects with incomplete information will not be considered toward the **PRIME CONSULTANT'S** experience.
Up to five points will be awarded for each applicable project. (0 to 15 points)
2. Present experience, qualifications, and technical competence of the **PROJECT MANAGER** relative to the five projects described in Item #1. List the Project Manager's experience in managing similar projects within the past five years if not directly associated with the firm submitting this proposal. Provide Project Manager's Professional Registration information including profession and license # (**Do not include copy of license.**). Project Manager shall be an Architect or Professional Engineer registered in the State of Missouri and shall be currently certified for MoDOT's LPA Basic Training.
Up to five points will be awarded for each applicable project. (0 to 15 points)
3. Present experience, qualifications, and technical competence of **EACH SUBCONSULTANT** on the team relative to three comparable projects completed within the last 5 years. Include a description of the exact role of the subconsultant and % of project completed by subconsultant. Provide start and completion dates. These projects must be complete or near completion. A maximum of 15 overall points may be awarded. (0 to 15 points)
4. Present your team's approach and any unusual issues/problems/difficulties anticipated. Present your team's understanding of special requirements, codes, and regulations pertinent to the project. Present your internal quality control procedures. (0 to 20 points)
5. Present a team organizational chart identifying each firm's role (including team member names) and responsibility in the project. Indicate availability of team members for the project. List the number of employees by employee classification for the prime and each subconsultant in their local (St. Louis metro area) office and additionally those company-wide if they will be utilized for this project. (0 to 10 points)

CONSULTANT SELECTION PROCESS:

A qualification based selection process conforming to RSMo8.285 through 8.291 will be utilized to select the most qualified firm. Once Statements of Qualifications are received, the Selection Committee will meet to evaluate the SOQ's and will select the best qualified firm to provide these services for the City. After Consultant has submitted SOQ, Consultant may not contact directly or indirectly, in writing or orally, any member of the Selection Committee, except as in the normal course of on-going business not related to the selection process.

POINT OF CONTACT

All questions shall be directed to Fran Stevens, City of Pagedale, by phone at 314-726-1200 or by e-mail at fstevens@cityofpagdale.org (please reference project name in Subject Line if sending an e-mail). Answers to technical questions will be made available to consultants who have provided contact information when they received the RFQ.