



October 21, 2015

RE: Notice to Consultants
Request for Qualifications
Consulting Engineering Services
West Florissant Avenue Great Streets
St. Louis County Project No. AR-1665
Federal Project No. STP-5606(606)

The St. Louis County Department of Transportation, in coordination with the City of Dellwood, the City of Ferguson and the East-West Gateway Council of Governments (EWGCG), is requesting the services of a well-qualified consulting engineering firm (or team of firms) to perform the described professional services for the subject project. Qualifications-Based Selection (QBS) will be used to determine the successful respondent. Hereinafter, the term “firm” shall be used to reference both individual firms and teams of firms.

The West Florissant Avenue Great Streets Master Plan, approved in June, 2014, extends from I-270, southwardly approximately 2.6 miles to the East-West rail lines north of Emerson Electric Headquarters and Buzz Westfall Plaza. The Master Plan for this project divided the corridor into five (5) separate segments, however, the focus of the design project will be limited to the three southernmost segments as follows:

Corridor Segment 3 Stein Avenue, south to Highmont Drive
(Dellwood Town Center):

Corridor Segment 4 Highmont Drive, south to Maline Creek
(Residential Avenue):

Corridor Segment 5 Maline Creek, south to the Norfolk Southern Railroad north
(South Gateway): of Emerson Electric Headquarters and Buzz Westfall Plaza

The Great Streets project aims to re-imagine West Florissant Avenue to help improve economic conditions, create an attractive sense of place, and help vehicles, bicyclists and people move safely through the corridor. Each of the above segments will have its own distinct characteristics and appearance within a unified vision that will implement a wide range of improvements and achieve the principles of the St. Louis Great Streets Initiative.

St. Louis County and its coordinating partners are dedicated to making this new beginning for West Florissant Avenue a reality. To accelerate the development of plans and specifications for specific improvements that can be funded and constructed over the short term, EWGCG has programmed \$2 million of Surface Transportation Program (STP-S) Preliminary Engineering funds for this project. St. Louis County will be providing the \$500,000 local match to utilize the federal funds.

To that end, St. Louis County and its coordinating partners will be selecting a firm to develop plans to implement an aggressive array of the improvements conceptualized in the Master Plan. . The

selected firm shall provide all necessary services to deliver approved preliminary plans for the three corridor segments. The required consultant services anticipated include:

- Concept Refinement
- Conceptual Estimating
- Topographic and Boundary Surveys
- Preliminary Plans
- Categorical Exclusion Documentation (CE-2 Anticipated)
- Preliminary Landscape and Street Furniture Design
- Preliminary Lighting Design
- Preliminary Access Management Design
- Preliminary Architectural Enhancement Design
- Public Involvement
- Public Meeting Coordination
- Preliminary Estimates
- Coordination with the Missouri Department of Transportation (MoDOT)
- Preliminary Drainage Design and MSD Coordination
- Utility Coordination
- Preliminary Environmental Infrastructure Design
- Transit Coordination
- TIGER Grant Application Preparation

Services that may be required and that should also be addressed in the qualifications statement include:

- Hydraulic Surveys
- Preliminary Hydraulics & FEMA No-Rise Certification
- Geotechnical Analysis & Design
- Preliminary Structural Design
- Preliminary Traffic Signal Design
- Railroad Coordination
- Preparation of Other Funding Applications
- Street Art Coordination

St. Louis County and its partners expect to achieve formal preliminary plan approval under this contract and then proceed to right-of-way plans, final plans and construction for as much of the scope identified in the approved preliminary plans as available funding will allow. Specific services involved with this work include:

- Right-of-Way Plans
- Final Design of all Preliminary Design Items Listed Above
- Final Plans
- Job Special Provisions
- Construction Estimates
- Bidding and Construction Support

St. Louis County will compile all bidding documents and handle the bidding process as well as perform all inspection and materials testing for construction work.

It is the intent of St. Louis County and its partners, depending on available funding, to proceed with right-of-way and final plans preparation with the selected firm under supplemental agreement. However, St. Louis County reserves the right to re-solicit for some or all such design services at a later date.

Interested firms are requested to provide a Statement of Qualifications (SOQ) of no more than forty-five (45) pages. The 45-page limit is all-inclusive, except as specifically noted herein. Text must not be less than 11 point font. Pages must be numbered. Lengthy submittals of general qualifications, above the 45-page limit, will not be accepted.

The SOQ submitted shall address the necessary aspects of all requested services. Any subconsultants that will be utilized to complete the anticipated professional services must be listed. Consultants may submit qualifications as the Prime Consultant or as part of a team as a subconsultant, not both. St. Louis County and its coordinating partners will select the most qualified firm.

The Disadvantaged Business Enterprise (DBE) participation requirement is 23% of the total value of the contract. DBE firms must be listed in the Missouri Regional Certification Committee (MRCC) DBE Directory, located on MoDOT's website at http://contribute.modot.mo.gov/business/contractor_resources/External_Civil_Rights/mrcc.htm, in order to be counted as participation towards an established DBE Goal. The SOQ should indicate how your firm will utilize a DBE firm or firms as part of your project team. We also encourage both DBE firms and non-DBE firms to consider joining MoDOT's Mentor/Protégé' program as part of this project. Information about MoDOT's Mentor/Protégé' program can be found on MoDOT's website at <http://www.modot.org/ecr/documents/MoDOTMentorProtegeProgram-FinalRevision-06-17-2014.pdf>.

St. Louis County and its partners are committed to reflecting the diversity of the community of the project area and it is expected that the selected firm will do the same. This project will require monthly reporting on the makeup of the workforce performing the work. The SOQ shall provide an indication of your firm's approach to promoting, developing, and utilizing a diverse workforce.

This project will also require the selected firm to provide on-the-job training (OJT) aimed at developing minority, women, and economically disadvantaged individuals to effectively perform the various professional and/or technical service occupations required for this project. Incentives may be available to the selected firm to assist with OJT expenses. The SOQ should discuss a training curriculum and how your firm or team would utilize trainees. The SOQ should also discuss how your firm or team would recruit professional/technical service trainee candidates from within a reasonable area of the project.

The SOQ should include a cover letter, which should include a general statement as to why your team is interested in the project. In addition, the SOQ should provide the following information:

- Team composition and organizational chart, identifying subconsultants and all key personnel
- The anticipated/proposed role and percentage of work allocation for each subconsultant
- Resumes for Key Personnel
- Experience in the planning and design of Great Streets and/or other similar projects:
 - A minimum of three representative projects of similar scope and size should be described
 - Representative projects should include reference contact information
- Experience in providing the above listed services, including representative projects
- Proposed Strategy for implementing the vision conceptualized in the master plan throughout corridor segments 3, 4 and 5:
 - Approach to engaging the public without re-opening the entire conceptualization process
 - Approach to engaging municipal, civic, and business leaders throughout plan development
 - Approach to ensuring that each segment will have its own distinct characteristics and appearance within a unified vision
 - Approach to developing plan and bidding packages that will maximize St. Louis County's flexibility in implementing the improvements
 - Approach to accommodating potential future transit infrastructure in the West Florissant corridor, including light rail and bus rapid transit
 - Approach to facilitating a strong connection to the Maline Creek Greenway
- Ability of firm to meet the project schedule. The anticipated schedule is as follows:

Request for Qualifications Issued:	October 21, 2015
Informational Meeting:	November 2, 2015
Deadline for Questions:	November 10, 2015
Qualifications Statements Due:	November 24, 2015
Short List Announced:	December 15, 2015
Presentations:	January 7, 2016
Selection:	January 20, 2016
Initial Negotiation Meeting:	January 25, 2016
Negotiation:	January, 2016 – March, 2016
Legislation/Execution of Contract:	March, 2015 - June, 2016
Notice to Proceed:	June, 2016
TIGER Grant Application	May, 2017
Preliminary Plans:	September, 2017
Right of Way Plans:	TBD
Final Plans:	TBD
- Approach to creating a diverse, well-rounded project team that will meet or exceed DBE, and Workforce Diversity Goals
- Approach to developing an OJT training curriculum and how your firm would utilize professional/technical service trainees
- Approach to recruiting professional/technical OJT candidates
- Any other information the firm believes is relevant to the selection process

It is required that your firm's SOQ (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 Statement of Qualifications. These items do not count towards the 45-page limit.

An Informational Meeting and DBE Mixer will be held at 1:30 p.m. on Monday, November 2, 2015 in the Community Room of the John C. Murphy Public Health Center, located at 6121 North Hanley Road, Berkeley, Missouri, 63134. Only firms intending to submit as a prime consultant are required to attend the Informational Meeting. However, representatives of all firms interested in providing services for the project are encouraged to attend.

SOQs will be scored based on the following criteria:

1. Experience and qualifications of the Project Manager (15 points)
2. Experience in the planning and design of Great Streets and other similar projects, including references (20 points)
3. Experience in providing the required technical design services (5 points)
4. Evaluation of project strategy:
 - a. Public engagement strategy (10 points)
 - b. Municipal/Civic/Business engagement strategy (5 points)
 - c. Ensuring distinct segments within a unified vision (5 points)
 - d. Approach to developing plan packages that maximize flexibility (5 points)
 - e. Approach to accommodating future rapid transit and to facilitating a strong connection to the Maline Creek Greenway while developing the environmental infrastructure consistent with the Great Streets plan (5 points)
5. Experience and success in preparing TIGER and other funding applications (5 points)
6. Approach to creating a diverse, well rounded project team that will meet or exceed DBE, Workforce Diversity, and OJT Goals (15 points)
7. Ability to meet project schedule and accessibility of firm and staff (5 points)
8. Overall compliance with RFQ submittal requirements (5 points)

Firms failing to provide a response on approach to workforce diversity and meeting an OJT goal will be considered non-responsive to this solicitation.

From the SOQs received, a short list of at least two (2) firms and no more than five (5) firms will be invited to make a presentation to the Selection Committee. The presentations will provide a forum for firms to further elaborate on their qualifications to perform the requested services. Details on the required format and content of the presentations will be provided to the short listed firms after the short list announcement. Scores from the SOQs will comprise 15% of each firm's presentation score in accordance with St. Louis County Department of Transportation's Qualifications-Based Selection (QBS) policy. After the presentations, the Selection Committee will select the most qualified firm.

If your firm would like to be considered for consulting services, please **e-mail** your Statement of Qualifications to Daniel R. Naunheim, P.E., Design Division Manager, at DNaunheim@stlouisco.com as a PDF file. All Qualification Statements must be received by 2:00 p.m., local time, on November 24, 2015, to be considered for a project. Please note that St. Louis

County has a file size limitation for incoming e-mail attachments of 20 megabytes (MB) per email. Please split your submittal into multiple e-mails if your submittal exceeds this limit and clearly mark the order of the files. Questions regarding this solicitation shall be submitted, **via e-mail**, to Mr. Naunheim at the above e-mail address. Phone inquiries will not be accepted. All questions related to this RFQ must be received by 2:00 p.m., local time, on November 10, 2015. The answers to all questions received will be posted in the form of an addendum to this RFQ on MoDOT's LPA Solicitations web page at [MoDOT LPA Solicitations](#). Answers will be posted no later than noon on November 13, 2015.

Failure to comply with the requirements of the RFQ may negatively impact the evaluation of the consultant's Qualification Statements.

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.

Any attempt to solicit information from employees of St. Louis County, City of Ferguson, City of Dellwood, or East-West Gateway of Governments, other than by means outlined above, may be grounds for disqualifying a firm from further consideration.

The West Florissant Avenue Great Streets Master Plan can be found on East-West Gateway Council of Government's website at the below address:

<http://www.ewgateway.org/GreatStreets/WFA/wfa.htm>

<i>West Florissant Avenue Great Streets</i>	
Federal Aid No.:	STP-5606(606)
Location:	West Florissant Avenue, from Stein Avenue south to the Norfolk Southern Railroad north of Emerson Electric Headquarters and Buzz Westfall Plaza
Proposed Improvement:	Great Streets Modifications
Length:	1.6 miles
Approximate Construction Cost:	\$25,400,000
DBE Goal Determination	23%
Consultant Services Required:	<p><i>The selected firm shall provide all necessary services to deliver approved preliminary plans for the three corridor segments. The required consultant services anticipated include:</i></p> <ul style="list-style-type: none"> • <i>Concept Refinement</i> • <i>Conceptual Estimating</i> • <i>Topographic and Boundary Surveys</i> • <i>Preliminary Plans</i> • <i>Categorical Exclusion Documentation (CE-2 Anticipated)</i> • <i>Preliminary Landscape and Street Furniture Design</i> • <i>Preliminary Lighting Design</i> • <i>Preliminary Access Management Design</i> • <i>Preliminary Architectural Enhancement Design</i> • <i>Public Involvement</i> • <i>Public Meeting Coordination</i> • <i>Preliminary Estimates</i> • <i>Coordination with the Missouri Department of Transportation (MoDOT)</i> • <i>Preliminary Drainage Design and MSD Coordination</i> • <i>Utility Coordination</i> • <i>Preliminary Environmental Infrastructure Design</i> • <i>Transit Coordination</i> • <i>TIGER Grant Application Preparation</i> <p><i>Services that <u>may</u> be required and that should also be addressed in the qualifications statement include:</i></p> <ul style="list-style-type: none"> • <i>Hydraulic Surveys</i> • <i>Preliminary Hydraulics & FEMA No-Rise Certification</i> • <i>Geotechnical Analysis & Design</i> • <i>Preliminary Structural Design</i> • <i>Preliminary Traffic Signal Design</i> • <i>Railroad Coordination</i> • <i>Preparation of Other Funding Applications</i> • <i>Street Art Coordination</i> <p><i>St. Louis County and its partners expect to achieve formal preliminary plan approval under this contract and then proceed to right-of-way plans, final plans and construction for as much of the scope identified in the approved preliminary plans as available funding will allow. Specific services involved with this work include:</i></p> <ul style="list-style-type: none"> • <i>Right-of-Way Plans</i> • <i>Final Design of all Preliminary Design Items Listed Above</i> • <i>Final Plans</i> • <i>Job Special Provisions</i> • <i>Construction Estimates</i> • <i>Bidding and Construction Support</i>
Contact:	Daniel R. Naunheim, P.E Design Division Manager, St. Louis County Department of Transportation dnaunheim@stlouisco.com All questions and submittals via email. Phone inquiries are not accepted. Deadline for Questions is 2:00 p.m. on November 10, 2015
Deadline:	November 24, 2015 at 2:00 p.m.