

**HALL STREET IMPROVEMENTS, PHASE I
EAST GRAND TO ADELAIDE
SAINT LOUIS, MISSOURI**

PROJECT NO. STP-5404(603)

PURPOSE:

The City of St. Louis, Board of Public Service, is seeking Statements of Qualifications from firms interested in providing professional engineering design services for a street improvement project which is being funded through the Transportation Improvements Program (TIP) as a Surface Transportation Program Sub Allocated Project under STP-5404(603). The goal of the improvement project to the Hall Street Corridor will be to reconstruct and enhance various key elements of a minor arterial route to attract new business, provide pedestrian and bicycle connectivity, and improve storm runoff and drainage. Phase I involves improvements of the segment of Hall Street from East Grand Avenue to Adelaide Avenue.

BASIC REQUIREMENTS:

The total estimated cost of Phase I improvements is \$4,300,000.00; the price of which includes design, construction, construction management, and testing. The funding for the project will be provided by the STP-S and Local Matching Funds.

Consultants interested in submitting Statement of Qualifications for consideration and evaluation for providing the services identified in the RFQ shall submit Part II of GSA Standard Form 330 (SF330) with their SOQ or have a current SF330 Part II on file with the City of St. Louis, President's Office, Board of Public Service. (The SF330 Part II is not included in the total SOQ page count limit).

This project is Local Public Agency (LPA) project funded in part by the Federal Highway Administration (FHWA) through the Missouri Department of Transportation (MoDOT). Consultants submitting SOQ's shall meet the requirements of the MoDOT Engineering Policy Guide (EPG) Section 136.4.1.5 (LPA Manual). **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.**

A goal for Disadvantaged Business Enterprises (DBE) utilization has been set at **15%**. 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. The City encourages DBE firms to submit an SOQ as the Prime Consultant for any project they feel can be successfully managed by their firm.

A Consultant may submit qualifications as the Prime or as part of a Team as a Subconsultant, but not both.

Note: The City does not permit exclusivity agreements with subconsultants.

SCOPE OF SERVICES:

The City will require professional engineering services for surveying; the preparation of final plans, specifications, and estimate; shop drawing review; and consultation during construction of the project. Other consultant services will be required for attendance at various meetings and presentations. During the design process, the consultant shall assist with and provide supporting documentation as needed to support the City's coordination with affected utilities. Coordination with residents and adjacent businesses will be done through the City.

All designs must meet MoDOT and FHWA Standards and will be subject to review by those agencies. All ADA improvements shall be compliant with current ADA specifications and the City of St. Louis specifications. The Consultant will be responsible for submission of plans to MSD for permitting purposes, as required.

All work will be constructed on existing City of St. Louis right-of-way. Temporary construction easements may be required. The consultant shall provide a design that minimizes the need for the acquisition of any temporary easements. Property acquisition, if required, will be administered by others.

The Consultant will assist the City as required in obtaining environmental clearances. This will include the Section 106 form to the Department of Natural Resources and the Categorical Exclusion to MoDOT.

PROJECT SCOPE: The project will provide for improvements, as defined in the project's TIP Application, on Hall Street from East Grand to Adelaide, a length of approximately 0.6 miles. Proposed improvements include, but are not limited to, the following:

- The roadway improvements include the removal of the existing asphalt pavement and the installation of a new PCC pavement able to withstand heavy truck traffic. A "roadway diet" will reduce the width of the pavement, and the new pavement will be striped for two lanes of shared use bicycle/vehicular traffic and a center turn lane. Striping and new signage will provide connectivity to existing and future bicycle facilities adjacent to the project limits.
- Existing drive aprons and side streets located within the project limits will be replaced and extended to meet the reduced pavement width. New, ADA-compliant sidewalk will be installed on the west side of Hall Street. The sidewalk will be designed to accommodate existing access paths in to adjacent buildings. The pedestrian path will be incorporated into each drive and side street reconstruction to maintain ADA compliance. Curb ramps and crosswalks will be installed at the intersection of East Grand and Hall Street.

- The project will include the removal of the existing street lighting, and the installation of new, energy-efficient LED roadway lighting. The new lighting design must provide minimum illumination levels as required by the City of St. Louis Lighting Division. The Consultant shall provide a photometric model to validate the design. New lighting substations shall be installed as required. In addition, conduit and pullboxes will be included in the design to provide for a future use surveillance system (surveillance system not in this contract).
- This project is part of the Metropolitan St. Louis Sewer District's Green Infrastructure Program. The design will incorporate an open drainage system on the east side of Hall Street, consisting of stormwater Best Management Practices (BMPs) that may include but are not limited to bio-retention, soil amendments, and plantings. The Consultant shall coordinate with MSD to determine the required design criteria of the bioswales, and selected BMPs will be compliant with the MSD Phase II Stormwater Management Plan. Concerted effort should be made to minimize the number of curb inlets incorporated into the design to reduce the amount of stormwater entering the sewer system. The Consultant will submit plans for review and approval to MSD.
- A grading plan shall be provided to ensure proper drainage to the bio-retention. Grading for a future shared-use path (pavement not in this contract) from East Grand to Prairie shall be incorporated into the grading plan.

The consultant shall provide a preliminary plan submittal to MoDOT including a preliminary cost estimate. A final PS&E submittal including the final plans, specifications, and a final cost estimate will be provided for submittal to MoDOT.

Consultant will be available to answer questions during the bidding process and during construction of the project.

The design phase of this project is scheduled to begin in Spring, 2018. The construction phase is scheduled to begin in Summer, 2019.

One (1) reference map is included as an attachment with this solicitation. This attachment includes a vicinity map for the project limits. Additional project information is included in the TIP application. The full TIP application can be downloaded from the BPS website <http://stl-bps.org> in the On Line Plan Room under this RFQ project file.

SCHEDULE & DELIVERABLES:

<u>Progress Submittal</u>	<u>Deliverables Date</u>
30% Schematic Design, including project prospectus, site location map, outline specifications, and opinion of probable construction cost.	150 calendar days from Notice to Proceed
50% Preliminary Design; including plans, outline	45 calendar days from receipt

specifications, and opinion of probable construction costs.	of 30% Review Comments
90% Final Design; including plans, specifications, and final opinion of probable construction costs.	90 calendar days from receipt of 50% Review Comments
100% Bid Documents	30 calendar days from receipt of 90% Review Comments

DISADVANTAGED-OWNED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

The City of St. Louis is fully committed to involving DBE firms in meaningful roles on all consultant contracts. To that end, the City, acting through MoDOT’s External Civil Rights Division, has established a goal of **15% DBE** participation for this consultant contract. The goal is a per cent of the original contract amount for the utilization of firms owned and controlled by disadvantaged individuals.

Firms submitting SOQs shall complete the DBE Utilization Plan by listing all DBE firms to be utilized on the project team and submit with the SOQ.

NOTE: Team composition shall remain the same unless change is submitted and approved by the President, Board of Public Service.

Only those DBE firms listed in the MRCC Directory will be counted towards achieving the DBE goal.

A copy of the current directory of Certified DBEs (through MRCC [Missouri Regional Certification Committee]) is available on the internet at http://contribute.modot.mo.gov/business/contractor_resources/External_Civil_Rights/mrc.c.htm or by contacting MoDOT at (573)526-2978.

CONSULTANT SELECTION PROCESS:

A qualification based selection process conforming to RSMo8.285 through 8.291 will be utilized to select the most qualified firm.

In accordance with the Revised Policies and Procedures for Procurement of Professional Service Agreements (dated May 2013), the Tier II Selection process will be utilized. This booklet may be viewed on the BPS website by going to the following link <http://www.stl-bps.org/policy.aspx>. Once Statements of Qualifications are received, the Selection Committee will meet to evaluate the SOQ’s and the firms ranking #1, #2, and #3 will be invited to make presentations of their qualifications and approach to the Selection Committee at a later date.

SUBMITTAL OF STATEMENTS OF QUALIFICATIONS:

Interested firms shall submit SIX (6) copies of the Statement of Qualifications for the type of work outlined above. SOQ shall be limited to FIVE (5) single-sided 8-1/2” x 11” pages with a minimum font size of 10 (the 5 pages do not include the DBE Utilization form or SF330 Part II).

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:

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Statements of Qualifications will be received no later than 5:00 p.m. CT, JANUARY 4, 2018 at the Department of the President, Board of Public Service, 1200 Market Street, Room 301 City Hall, St. Louis, MO 63103. SOQ envelope shall be marked to the Attention of Bette Behan, Contract Supervisor. Responses received after this time will not be accepted.

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

Statements of Qualifications shall include contact person name, firm name, address, phone and fax number, and e-mail address.

NOTE: Team composition shall remain the same unless change is submitted and approved by the President, Board of Public Service.

QUALIFICATIONS EVALUATION CRITERIA:

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 five 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 of record. These projects

should be complete or near completion. Include record of meeting the project schedule, project budget, construction cost, design fee, and the 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. Project with incomplete information will not be considered toward the **Prime Consultant's** experience.

Up to three points will be awarded for each applicable project. (0-20 points)

2. Present experience, qualifications, and technical competence of Project Manager relative to the five projects described in Item 1 above. List Project Manager's experience in managing similar projects within last 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 a Professional Engineer licensed in the State of Missouri and shall be currently certified for MoDOT's LPA Basic Training.**

Up to three points will be awarded for each applicable project. (0-20 points)

3. Present experience, qualifications, and technical competence of **EACH SUBCONSULTANT** on the team relative to five 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 (0-15 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.

(0-25 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.

(0-10 points)

6. The **DBE** Utilization Plan will be evaluated on the qualifications and feasibility of implementation as proposed. DBE firms will be evaluated and points assessed proportionately based on each of the DBE's applicable NAICS codes reflecting the actual work to be performed and the actuality of the % of the scope of work identified for each of the DBE's on the Utilization Plan compared to overall of scope of work entailed on the project.

(0-10 points)

POINT OF CONTACT:

All questions shall be directed to Bette Behan, Board of Public Service, by fax at 314-622-4028 or by e-mail at BehanB@stlouis-mo.gov (please reference project name in Subject Line if sending an e-mail). Answers to technical questions will be made available to consultants who have registered to download the RFQ from the BPS website or who have provided contact information when they received the RFQ.

CITY OF ST. LOUIS
DISADVANTAGED-OWNED BUSINESS ENTERPRISE (DBE) UTILIZATION PLAN

CONTRACTING AGENCY: _____ **Project Goal:** ___% DBE
PROJECT NAME: _____
NAME OF PRIME CONSULTANT: _____

It is the policy of the U. S. Department of Transportation and the City of St. Louis that businesses owned by socially and economically disadvantaged individuals (DBE's) have the maximum opportunity to participate in the performance of contracts financed in whole or in part with federal funds. In this regard the prime consultant agrees to take all necessary and reasonable steps to assure that DBE's have the maximum opportunity to compete for and perform services on this project. The prime consultant plans to utilize the services and/or supplies to be provided by the following certified disadvantaged-owned business enterprises in the execution of this project.

FIRM NAME ADDRESS PHONE NUMBER CONTACT PERSON	CERTIFYING AGENCY CERTIFICATION DATE CATEGORY CERTIFICATION NO.	WORK TO BE PERFORMED	DBE PERCENT

 PRIME CONSULTANT AUTHORIZED SIGNATURE

 DATE

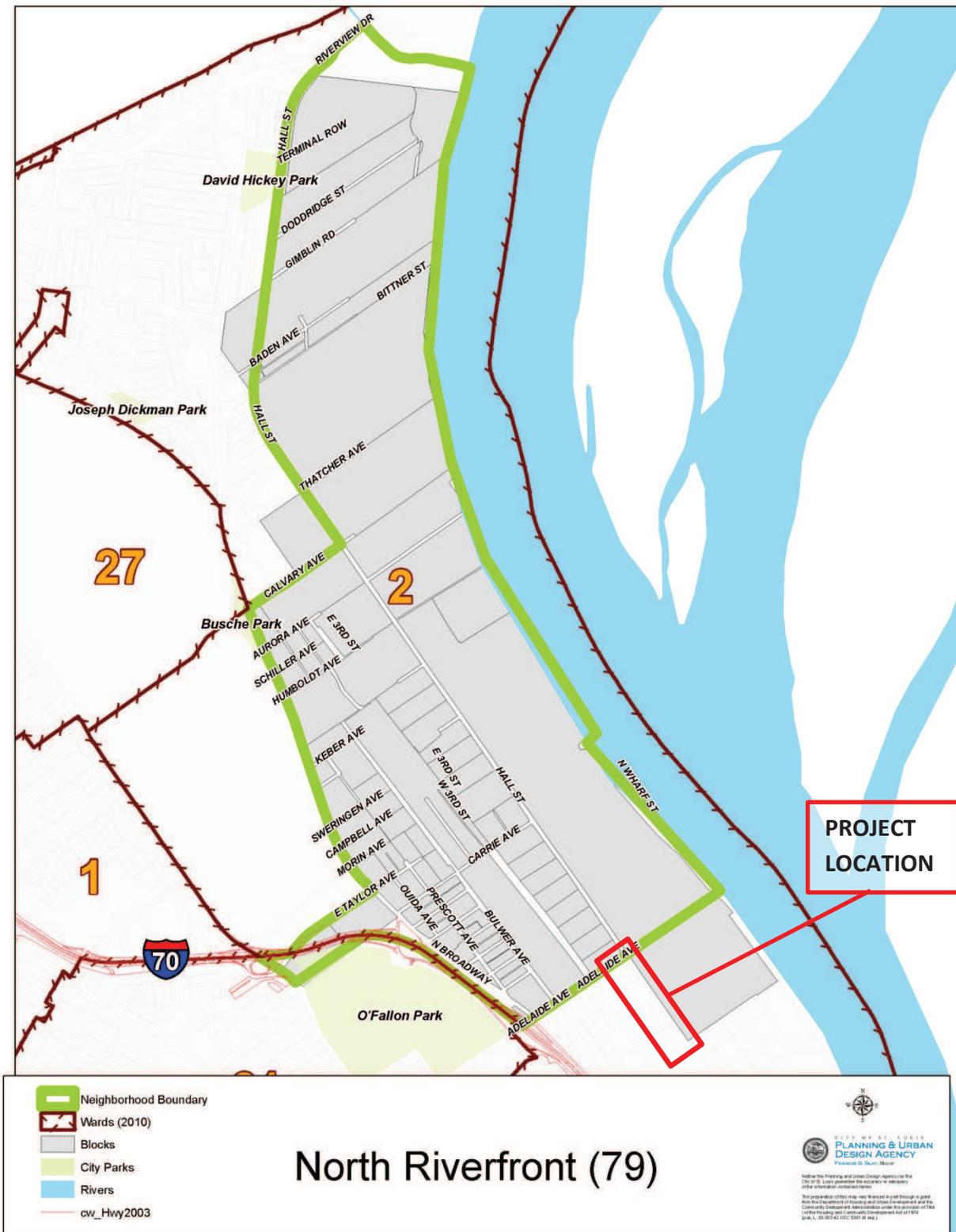


Exhibit A-1: Site Location Map