

Consultant Evaluation Summary For County Project 31-118

Consultant Services Description:

County Project (CP) 31-118 includes providing a public involvement process, design alternatives analysis, preliminary design, and final design, and other associated services at the intersection of County State Aid Highway (CSAH) 31 and Upper 147th in Apple Valley to be reconstructed into a restricted three-quarter access intersection.

Scope of Consultant Services:

The scope of the consultant services includes public involvement, collection of survey data, environmental assessment, geotechnical evaluation, public/private utility coordination and identification, stormwater/hydraulics evaluation, design alternatives development, preliminary design, final design, right of way mapping, intersection photometrics, permits/approvals, and associated construction administration.

Deliverables:

The contract's deliverables include technical reports and conceptual layouts as follows: (1) survey data; (2) Environmental Assessment Memo; (3) Design Alternatives Memo; (4) Preliminary Layout/Construction Limit; (5) Parcel Sketches; (6) Photometric Report; (7) Permits and Approvals. The contract deliverables will also include project management services and public/agency engagement as outlined below.

Public and Agency Engagement:

Dakota County required three public open houses, web page content, business stakeholder coordination, and five resident/business meetings.

Schedule:

The contract schedule is planned from October 2024 to December 2026 (approximately 26 months).

Consultant Selection Summary:

The Request for Proposals (RFP) for the required consultant services was released on August 15, 2024, and was sent to the following three (3) consultant firms: Stonebrooke Engineering, Inc., KLJ, and WSB LLC. These three firms were invited to submit proposals because of proven expertise and ability to complete complex corridor study projects. Three (3) proposals were submitted to the County by the due date of September 4th, 2024, by the firms invited to the proposal listed above.

Review Team and Process:

The three (3) proposals were reviewed by five total staff from Dakota County (four) and the city of Apple Valley (one), including staff representing expertise in traffic engineering, project management, and preliminary layout development. Proposals were reviewed and evaluated independently by review team members. The review team members met on September 13th, 2024, to discuss the proposals, share information regarding individual member evaluations, and reach consensus on a recommended consultant. The consensus reached by the proposal reviewers supported negotiating a contract with WSB LLC.

The proposals were evaluated and ranked based on the following six criteria:

1. Understanding Scope of Work, Deliverables, and Schedule (15%): Based on completeness of the proposal, and clear understanding of the project scope, complexities, focus areas, deliverables, project decisions, and scheduling of tasks.

2. Project Approach (35%): Based on conceptual and technical approach to delivery priorities and proposed tools or techniques to provide good value and quality.
3. Project Design Team and Expertise of Key Personnel (30%): Based on qualifications and experience of the Project Manager and key staff proposed to work on the project.
4. Quality Control (5%): Based on approaches to proactively manage risks and delivery of quality products on time and budget.
5. Past Performance on Similar Projects (15%): Based on demonstration of projects the firm has successfully delivered that have similar goals and scope to the project.
6. Best Value Cost Proposal: Considered the quality and feasibility of the proposal and services for fee; the cost proposed vs. value to be provided; and the approach to complete the work within budget and schedule

Evaluation Results:

Dakota County staff selected WSB LLC based on the detailed work plan provided in the firm’s proposal and the forethought for the complexity of the project. The WSB LLC proposal was the strongest in understanding the context of the area and its needs and their project team/expertise. They demonstrated a good level of detail for each individual task item in their work plan to achieve the deliverables with quality and within expected budget, and their past work supports that. The composite scoring of all consultant proposals yielded WSB LLC as the highest scoring across all reviewers.

Elements that were the strongest or only present in the Kimley-Horn proposal included:

- Most experience in the project area
- Quality work in nearby location providing additional context
- Strongest staff and project manager experience
- Comprehensive quality control plan built into workflow

Summary of Proposed costs:

| <u>Consultant</u> | <u>Proposal Cost</u> | <u>Hours</u> | <u>Cost/Hour</u> |
|-------------------------------|----------------------|--------------|------------------|
| WSB LLC | \$287,997 | 1,651 | \$174.44 |
| KLJ | \$276,725 | 1,787 | \$154.85 |
| Stonebrooke Engineering, Inc. | \$157,720 | 1,234 | \$127.81 |

Recommendation:

Staff recommends the consulting engineering firm WSB LLC be awarded a contract for CP 31-118, includes providing a public involvement process, design alternatives analysis, preliminary design, and final design, and other associated services at the intersection of County State Aid Highway (CSAH) 31 and Upper 147th in Apple Valley to be reconstructed into a restricted three-quarter access intersection. Given the scope and complexities anticipated in the design work, the WSB LLC proposal offered the best project understanding, most detailed work plan, best approach to managing the complex scope, and the most credible staffing among the three (3) submitted proposals.