

## **Consultant Evaluation Summary for County Project 42-174**

### **Consulting Services Information**

#### **Consultant Services Description:**

County Project 42-174 is the 100% final engineering design and related services for the improvement of CSAH 42 (145<sup>th</sup> Street) at TH 52 Interchange in City of Rosemount.

#### **Scope of Consultant Services:**

The required consultant services include traffic engineering (freeway modeling and arterial/intersection analysis); Final engineering design (including both highway segments, roadways, trails, intersections, structure concepts, stormwater needs, and other elements); public involvement; utility coordination; environmental documentation; right-of-way mapping; construction plans ready for bidding; and other tasks required to support project approvals. Final engineering design will conclude with a MnDOT staff-approved project layout. Project management and risk/quality management will also be integral to effective and efficient work planning and delivery.

#### **Deliverables:**

The major deliverables are the Project Management and Agency Coordination, Public Involvement, Traffic Analysis & Traffic Management Plan (TMP), Field Survey, Wetlands, Cultural Resources, and Drainage Assessment, Public and Private Utility Identification and coordination, Geotechnical and Pavement Evaluation (with Phase I & II ESA), Final Stormwater Management and Hydraulics Design including the Permit Requirements, Final Roadway and Geometric Design Plan including Staging, Lighting & Aesthetics, Environmental Documentation - Section 4(f) & Permits/Approvals, MnDOT Staff-Approved Level 1 Geometric Layout, Construction Estimate & Project Design Recommendations, Signal Design, Right-of-Way Mapping, and Construction Administration (Fixed Budget as Authorized).

#### **Public Engagement:**

The project will include the following public engagement tools:

- Public Involvement Plan (PIP)
- Open house/public information meetings (2)
- Neighborhood Meeting
- Property Owner Meeting
- Visualizations
- Stakeholder Outreach Content Support
- Strategic Meeting Support
- Project webpage for online engagement

#### **Schedule:**

Action	Date
Notice of RFP request	May 24, 2024
Proposals received by Dakota County	June 24, 2024
Selection of consultant by Project Management Team	July 8, 2024

Complete contract negotiations	July 15, 2024
County Board approved consultant selection	July 30, 2024
Execution of contract with the County	August 5, 2024
Authorization to proceed	After Execution of Contract
Project kickoff and advancement	Immediately after Contract Execution
<b>Complete:</b> Data gathering and technical studies (utilities, geotechnical, stormwater); traffic study; environmental coordination/scoping; and related public outreach	November 2024
<b>Parcel Sketches &amp; Construction limits (60% plans)</b>	<b>December 2024</b>
<b>Board Approval of 1<sup>st</sup> Offers</b>	<b>January 21, 2025</b>
<b>Complete:</b> Level 1 Geometric Layout (submit to MnDOT for review and approvals); preliminary environmental documentation (federal/state EA/EAW assumed); public outreach updates	February 3, 2025 (not later)
<b>Complete:</b> MnDOT staff-approval of Level 1 Geometric Layout; coordinate supporting tasks (utility coordination, right of way mapping, interchange access modification request, environmental documents for public release and comments)	April 1, 2025
<b>Complete:</b> Final plans for signature and all final contract deliverables/approvals, bid package for the project	June 30, 2025
<b>Title &amp; Possession</b>	<b>August 2025</b>
<b>Anticipated Bidding Date</b>	<b>October 17, 2025</b>

#### **Consultant Selection Summary:**

Request for Proposals (RFP): The RFP for the requested consultant services was released on May 24, 2024, and sent to the following 7 Consultant firms: Short Elliott Hendrickson Inc. (SEH), Michael Baker International, Inc (MBI), KLJ, Alliant Engineering, Inc. (AEI), WSB, WSP and Bolton and Menk, Inc (BMI). These seven firms were selected because of their expertise on interchange improvement projects. An estimated budget of \$350,000 was included in the RFP with the explanation that proposed costs of services could exceed the budget range if determined to be necessary by the proposer. Three proposals were submitted to the County by the due date of June 24, 2024.

#### **Review Team agencies and process:**

The three proposals were reviewed by staff from MnDOT, City of Rosemount and Dakota County and ranked independently by review team members. The review team members met on July 1, 2024, to discuss the proposals, share information regarding individual member evaluations, and reach consensus on a recommended consultant.

#### **Evaluation Criteria:**

The proposals were evaluated and ranked based on the following 6 criteria:

1. Project Understanding and Approach (20%) – conceptual and technical approach to design and general approach (for example, delivery priorities and proposed tools or techniques to provide good value).
2. Scope of Work, Deliverables, and Schedule (35%) – completeness of the proposal and a clear understanding of the project scope, complexities, focus areas, deliverables, project decisions/approvals, and scheduling/relationships of tasks (may include perspectives and refinements of RFP tasks, approaches to coordinate tasks, deadlines for deliverables, and methods to complete the project efficiently and effectively, limiting re-statement of scope from Attachment A).
3. Public and Agency Involvement (20%) – approach to overall public/agency involvement to facilitate acceptance of a preferred design alternative within the project schedule (introduce the Public Involvement Plan, including proposed approaches for the best use of meetings, techniques to engage with the right stakeholders, and approaches to obtain and respond to relevant input).
4. Project Team and Key Staff (20%) – qualifications and experience of the Project Manager and key staff proposed to work on the project, experience on previous similar projects, and availability of the key staff members.
5. Quality Control (5%) – demonstrate QA/QC roles and planning to ensure the delivery of quality products by proactively identifying and managing risks and balancing quality management with scope, schedule, and budget.
6. Fee Estimate – fee estimate in relation to the other criteria above, including understanding and explanation of budget priorities and relationships between tasks, special approaches, options for negotiation/amendment, value vs. cost to be provided, and presentation of the fee estimate/breakdown.

#### **Evaluation Results:**

All three firms provided proposals met the evaluation criteria. Based on discussion from the July 1<sup>st</sup> meeting, the review team determined that the proposal from SEH provided the most comprehensive approach and the best understanding of the project and the best overall value (lowest cost/hour).

The SEH proposal provides the best overall value (lowest cost/hour) with the comprehensive project understanding and approach because last year the same team completed the CSAH 42 Corridor Development study in Rosemount and assisted Dakota County in securing MnDOT's 2023 TED grant.

#### **Summary of proposed costs:**

	SEH	KLJ	WSB
Hours	2,593	3,127	2,524
Cost	\$349,340	\$439,153.49	\$420,778
Cost/Hour	<b>\$134.72</b>	\$140.44	\$166.71

#### **Recommendation:**

Staff recommends the consulting firm of SEH be awarded a contract for the improvement of CSAH 42 (145<sup>th</sup> Street) at TH 52 Interchange in City of Rosemount for CP 42-174. The SEH proposal provided the best and most comprehensive project understanding and approach, and the best overall value (lowest cost/hour). In their proposal SEH placed the strongest emphasis on safety, quality, on time delivery, and within budget, recognizing that these four must permeate every aspect and phase of the project.