

Consultant Evaluation Summary For County Project CP 56-14

Consulting Services Information

Consultant Services Description:

County Project CP 56-14 is the County State Aid Highway (CSAH) 56 (Concord Boulevard) Bicycle and Pedestrian Safety Improvements Project in South Saint Paul and Inver Grove Heights. The consultant contract will include data collection, public outreach, survey, final engineering design, and design coordination with Dakota County staff. Dakota County is the lead agency.

Scope of Consultant Services:

The scope of work for County Project 56-14 includes public engagement, data collection and field review, evaluation and development of crossing location recommendations and crossing treatments, survey, development of plans for crossing locations, and support for inclusion of crossing designs in a Dakota County mill and overlay plan set and bid package. The design project will involve several crossing locations (to be determined as part of the project), including crossing enhancements along the Mississippi River Greenway and crossing enhancements across Concord Boulevard between Trunk Highway 55 and Interstate 494 (4.6 miles).

Deliverables:

The contract's technical deliverables include a data collection summary, an evaluation and recommendation plan for crossing locations, survey data, and preliminary and final design materials and estimates. The contract deliverables will also include project management services and public/agency engagement as outlined below.

Public and Agency Engagement:

This study will include efforts to engage with the general public and with agencies, including representatives of the Cities (South Saint Paul and Inver Grove Heights), and the general public in the project area. Dakota County and the consultant will implement public outreach using direct mailings, flyers, signage, social media, scheduled public meetings, and other communications.

Schedule:

The contract schedule is planned from August 2022 through at least February 2023 for construction to begin in 2023 in conjunction with a planned Dakota County mill and overlay project along CSAH 56.

Consultant Selection Summary:

The Request for Proposals (RFP) for the required consultant services was released on July 12th, 2022 and was sent to the following three (3) consultant firms: Bolton & Menk, SEH, and SRF. These three firms were invited to submit proposals because of proven expertise and ability to complete trail gap and bicycle & Pedestrian safety projects. Three (3) proposals were submitted to the County by the due date of August 4th, 2022.

Review Team and Process:

The three (3) proposals were reviewed by staff from Dakota County, including staff representing expertise in multi-modal planning, engineering design, traffic engineering, and bicycle and pedestrian safety. Proposals were reviewed and ranked independently by review team members. The review team members met on August 11th, 2022, 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 the contract with SRF.

Evaluation Criteria:

The proposals were evaluated and ranked based on the following 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 (30%) – completeness of the proposal and a clear understanding of the project scope, complexities, focus areas, deliverables, project decisions/approvals, and inclusion of a complete schedule with key milestones and deliverables plus relationships of tasks.
3. Public and Agency Involvement (25%) – approach to overall public/agency involvement in order to facilitate acceptance within the project schedule.
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%) – 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:

Dakota County staff selected SRF based on the detailed work plan provided in the firm’s proposal, which presented a strong understanding of the project and an integrated approach to delivering all tasks by a qualified team with recent relevant experience on similar projects. All proposals were evaluated based on this objective and others, to determine whether the work plan, hours, and rate structure were sufficient and reasonable to successfully complete the required work. The proposal from SRF provided the most complete work plan, including the hours needed to complete all work. The selection team highly valued the SRF team’s robust schedule, detailed data collection and recommendation plan, and complete design costs. SRF’s quoted costs per hour are in line with the submitted proposals. The detailed task descriptions, project understanding, and costs align well with the expedited schedule and technical requirements of the project.

Summary of Proposed costs:

<u>Consultant</u>	<u>Amount</u>	<u>Hours</u>	<u>Cost/Hour</u>
Bolton & Menk	\$97,281.00	670	\$145.20
SEH	\$194,502.00	1,395	\$139.43
SRF	\$139,281.00	1,033	\$134.83

Recommendation:

Staff recommends the consulting engineering firm SRF be awarded a contract for County Project 56-14, the final engineering design for the Concord Boulevard Bicycle and Pedestrian Safety Improvements. Given the scope of the needed work and issues to be addressed, the SRF proposal, project team, and contract negotiations offered the best combination of a complete approach, detailed work plan, previous project experience, and balanced cost-to-value from among the three (3) submitted proposals.