

Consultant Evaluation Summary for Professional Services for Mississippi River Landing Use Area and Access Project at Spring Lake Park Reserve

Consultant Services Description

Professional Design services required for the Mississippi River Landing Use Area and Access in Spring Lake Park Reserve.

Scope of Consultant Services

Following the Spring Lake Park Reserve (SLPR) Long- Range Plan, this project will improve the access to the Mississippi River in SLPR. The project will provide an accessible pedestrian path, a maintenance path for restricted vehicles, a boat launch for small watercraft, wayfinding and interpretation elements, and vegetation restoration. Potentially, the team will study the feasibility of providing vehicular access for public, parking, an outdoor classroom, watercraft rental facilities, fishing access point, picnic tables, vault toilets, and water lab experiential education features.

Deliverables

Deliverable expectations are outlined within Part D of the RFP issued on May 22nd, 2025. Deliverables are outlined for Schematic Design, Design Development, Construction Documents, Bid & Award Phase, Construction Administration Services, and Closeout Phase.

Public Engagement

One public open house is required during Schematic Design. Two meetings with Indigenous Communities are required during schematic design phase, these engagements will inform the design.

Schedule

The RFP schedule was issued within Part A.3. In general, the project proceeds from August 2025 through April 2027. The project substantial completion is scheduled for April 2027. However, that is contingent on timely reception of all permits, the timing of which is often outside of the design team's control.

Consultant Selection Summary

The RFP for the professional services was issued on May 22, 2025, via a public posting on the Dakota County website. It was also directly emailed to three local firms that provide these types of professional services to Dakota County in the recent past. LHB, SRF and WSB were the three firms that responded to the RFP on June 12, 2025.

Review Team agencies and process

The proposal responses were reviewed by a seven-person selection committee comprised of Parks, Facilities Management and Capital Projects Management staff. The Evaluation Criterion listed below was used to rank the firms' written responses and select firms for interviews.

Evaluation Criteria

The proposals were evaluated and ranked based on the following criteria detailed in the RFP:

- 1) Firm History and Information
- 2) Project Team and Team Member Experience
- 3) Project Approach and Schedule
- 4) Firm Experience, References and Examples of Other Previous Similar Successful Projects.
- 5) Contract and Conditions
- 6) Fee Proposal

Evaluation Results:

The selection committee met on June 18 to shortlist the RFP responses forward to be interviewed. LHB, SRF and WSB were shortlisted and invited to in-person interviews on June 22. All three firms presented solid teams with relevant previous experience with a fee under budget. The teams were sent nine follow-up questions which were to form the basis of the interviews. These questions provided another layer of project needs. After the interviews were complete, SRF demonstrated the strongest understanding of the site, the complexity of the permitting process, which is critical to deliver the project on budget and on schedule. They provided a clear approach and have designed the Fischer Trailhead right across the site. SRF's experience, fee and project approach fit best with the needs of the County in this project. These details lead to the unanimous selection of SRF being awarded the professional services contract. A summary of the fees presented is below.

Fee Evaluation Summary					
RFP - Design Service for River Access					
	Labor	Reimbursibles	Total Fee	Hours	Blended Rate
LHB	\$304,350	\$ 3,000.00	\$ 307,350.00	2019	\$ 150.74
SRF	\$313,250	\$ 1,971.50	\$ 315,221.50	1750	\$ 179.00
WSB	\$402,332	\$ 1,500.00	\$ 403,832.00	2342	\$ 171.79

Recommendation:

Staff unanimously recommends the firm of SRF to be awarded a contract for the Professional Services of the Mississippi River Landing Use Area and Access in Spring Lake Park Reserve. Their proposal narrative response outlined that they could provide the professional services for the scope as described in the RFP, as well as expertise in several similar projects. Then their in-person interview demonstrated a unique and far-reaching insight into the most challenging parts of the project. These included permitting, natural resource, cultural resource, and environmental resource management. They had the strongest team with the most relevant experience on the project. In summary, SRF's experience, fee and project approach fit best with the needs of the County in this project. Following this process, the selection committee agreed that SRF would be the best fit for this project.