

Consultant Evaluation Summary for Project 50-37

Consulting Services Information

Consultant Services Description:

County Project 50-37 is a project to provide engineering consulting services for the single lane roundabout proposed at the intersection of CSAH 50 at Hamburg Avenue in the City of Lakeville.

Scope of Consultant Services:

The primary purpose of this project is to provide a public involvement process, preliminary and final design of the conversion from a four-legged intersection with side-street stop control to a single-lane roundabout due to safety issues that have arose due to increased traffic and development.

Deliverables:

Project Management, Agency Coordination, Public Involvement, Surveying, Environmental Documentation, Utility Coordination, Stormwater Management and Hydraulics Evaluation, Preliminary Engineering, Final Design, Right-of-Way Coordination, Landscaping, Lighting, Construction Assistance and Permitting.

Public Engagement:

Open House (2)
Visualization Rendering
One-on-one stakeholder meetings
Project Website support
Engagement through social media
Virtual Engagement tool for comment collection
Project Management Team meetings
Public and Private Utility coordination meetings will be conducted as necessary throughout the project

Schedule:

Preliminary Design – June 2024 – October 2024
Open House #1 – Fall 2024
Final Design – October 2024 – August 2025
Right of Way Acquisition (As needed) – November 2024 – October 2025
Open House #2 – Summer 2025
Project Submittal and Approval for Advertisement – October 2025

Consultant Selection Summary:

Request for Proposals (RFP): The RFP for the requested consultant services was released on April 11, 2024, and sent to the following three consultant firms: Alliant Engineering, Bolton & Menk, and Stonebrooke Engineering. These three firms were selected because of familiarity with similar projects in the City and County. Individual discussions with each firm were conducted to garner understanding of project purpose and need, expected challenges and need for schedule to be maintained. Three proposals were submitted to the County by the due date of May 2, 2024.

Review Team agencies and process:

The three proposals were reviewed by staff from Dakota County and City of Lakeville. Proposals were reviewed and ranked independently by review team members. The review team members met on May 16th 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 five criteria:

1. **Proposed Project Approach** – conceptual and technical approach to design and the completeness of detailed work plan
2. **Understanding of the Scope of Work** – completeness of the proposal and a clear understanding of the project scope, objectives, and complexity
3. **Public Participation Approach** – fulfillment of RFP scope, creative approach aimed at inclusion of all corridor users, qualifications and experience of public involvement staff.
4. **Project Design Team and Relevant Experience** – qualifications and experience of the Project Manager and key staff proposed for the project, competency of team members in design approaches and techniques, experience on previous similar projects, and availability of the key staff
5. **Quality Control** – ensure the delivery of a quality product in a timely manner
6. **Fee estimate** – understanding total project cost toward design and engineering, cost control measures identified

Evaluation Results:

The three firms scored very closely based on experience, project team, project understanding and approach. All consultant teams identified measures for quality control, public involvement and all felt comfortable achieving the project deliverables by the project deadline. Two of the three firms separated their understanding of the project issues by expanding upon options for eliminating potential right of way needs which may present options for accelerated schedules.

Summary of proposed costs:

Consultant	Hours	Total Cost	Cost/Hr
Alliant Engineering	1920	\$ 283,165.00	\$ 147.48
Bolton & Menk, Inc.	1814	\$ 262,520.00	\$ 144.72
Stonebrooke Engineering, Inc.	1867	\$ 242,071.00	\$ 129.66

Recommendation:

The project review team selected Stonebrooke Engineering, Inc. for CP 50-37 because they provided the best understanding of the project scope, provided a creative approach to public engagement and presented a qualified team. The City Lakeville felt the project team from Stonebrooke Engineering, Inc. provided the expertise necessary and showed understanding of scope by addressing project issues. Stonebrooke's proposal was the only one to identify potential vertical roadway profile issues that will present challenges in designing the single-lane roundabout. They presented these issues while also identifying solutions to limit right of way needs and potentially eliminating those needs all together. They recognized that if the consultant could present a design that meets standards and addresses the

safety issues while eliminating right of way needs, that the schedule could be expedited ahead of planned schedule.

Both Bolton & Menk and Alliant Engineering provided proposals that met the scope of the RFP; however, staff believe their proposals did not address project issues as directly as Stonebrooke's did. Stonebrooke's cost proposal of \$242,071 represents 10.8 percent of the expected construction costs and is within range of expected consultant services. Their proposal also represents the lowest bid received with the lowest cost/hour while providing the second most proposed hours. Staff believes the value they present while also addressing all requested scope items provides the County and City with a preferred consultant. It was determined that based on merit and value to select Stonebrooke Engineering, Inc. as the consultant for CP 50-37.

Staff recommends the consulting firm Stonebrooke Engineering, Inc. be awarded a contract for preliminary and final design of CP 50-37.