

Summary of Consultant Proposal Evaluations and Selection Recommendation

County Project 32-113:

Consultant Services Description:

Dakota County, in partnership with the City of Burnsville, issued a Request for Proposals (RFP) to qualified consultants to provide preliminary and final design engineering services to replace the existing T-intersection with a roundabout at County State Aid Highway 32 (CSAH 32 or Cliff Road) and Interstate 35 West (I-35W) East Frontage Road. It also includes pedestrian/bicyclist alternatives to improve connectivity with the Black Dog Trail.

The RFP was released on September 8, 2025, to five consultant firms: Bolton & Menk, CBS Squared, HDR, SRF, and WSB. These firms were invited to submit proposals based on their demonstrated expertise with roundabout design and successful coordination with public agencies. All five firms submitted proposals by the September 29, 2025, deadline.

Scope of Consultant Services:

Planned improvements will enhance traffic safety and operations, close existing trail gaps, and improve connectivity between CSAH 32, the I-35W interchange, and surrounding land uses. The proposed roundabout will be similar in design and functionality of the recently completed roundabout located on the west side of I-35W at the same interchange.

Key design constraints include:

- Avoiding relocation of high-voltage overhead powerlines and towers located on both the north and south sides of the existing intersection.
- Minimizing involvement with Union Pacific Railroad (UPRR) by avoiding encroachment on UPRR right-of-way and modifications to the existing crossing, thereby reducing the risk of delays and additional costs.
- Maintaining uninterrupted access and traffic flow along the only roadway serving nearby businesses and the I-35W northbound interchange ramps.

Deliverables:

At completion of the contract, the consultant will have delivered complete plans, specifications, and estimates to bid the project for construction. Deliverables include technical reports and design layouts necessary to establish the final preferred design (roadway, roundabout, and multi-use trails) and project approvals as follows:

- project management and agency coordination,
- public engagement,
- survey and environmental data,
- traffic analysis,
- preliminary layouts addressing project limits, alternatives, approximate costs/impacts,
- preliminary and approved final environmental documentation,
- approved final geometric layout for the recommended roundabout alternative,
- geotechnical soils evaluation and pavement design,
- stormwater management and hydraulics design,
- Interchange Access Modification Request process and documentation (if needed),
- utility identification and coordination,
- railroad coordination,
- right-of-way mapping and parcel data,

- traffic management planning that addressing staging, detours, and roadway closures during construction,
- other supporting data and documents.

Public and Agency Engagement:

Public outreach and coordination work with agencies will include up to three rounds of open house style public information meetings to solicit input and share project updates. The selected consultant will coordinate with Dakota County to conduct up to five small-group meeting with property owners and stakeholders directly affected by the project. Dakota County staff, in collaboration with the selected consultant will work closely with the Minnesota Department of Transportation (MnDOT), the City of Burnsville, and property owners within the project area to ensure transparent communication and meaningful stakeholder engagement throughout the project.

Schedule and Funding:

The design contract schedule is planned to be underway from November 2025 through July 2027 (20 months). Construction is currently planned for late 2027 or early 2028 therefore a contract for preliminary and final design engineering is needed to meet the current schedule and funding requirements.

In 2023, Met Council awarded Dakota County \$1,901,760 of Regional Solicitation Funds (federal funding) to support project construction. Dakota County's 2025 Capital Improvement Program (CIP) includes budget of \$300,000 for design activities and \$500,000 for right of way activities.

Review Team and Proposal Evaluation Process:

The five proposals were reviewed by staff representing Dakota County, and the City of Burnsville, including staff representing expertise in traffic engineering, roadway design, and environmental review and approval processes. Proposals were reviewed and ranked independently by review team members. The review team members met on October 2, 2025, to discuss the proposals, share information regarding individual member evaluations, and reach consensus on a recommended consultant.

The proposals were evaluated and ranked based on the following 7 criteria:

1. Project Understanding and Approach (20%): Based on conceptual and technical understanding of the required scope/deliverables and the consultant's general approach.
2. Scope of Work, Deliverables, and Schedule (30%): Based on detailed approach and organization of the work to be completed, scheduling of the work, and approach to managing resources to successfully complete all tasks.
3. Public and Agency Involvement (10%): Approach to engaging the public and coordinating with agencies on its ability to facilitate acceptance of the preferred design alternative and secure necessary approvals within the project timeline.
4. Project Team and Key Staff (15%): Based on the project management team, technical specialists, roles/organization, and qualifications based on similar experience.
5. Quality Control (10%): Demonstration of a proactive approach to risk identification and management, with strategies to ensure high-quality deliverables while balancing scope, schedule, and budget.
6. Past Performance (15%): Consideration to the firm's experience with similar projects, familiarity with Dakota County and stakeholder engagement, understanding of local issues, and use of innovative design approaches.

7. Fee Estimate: While not assigned a specific percentage, the fee estimate was evaluated in relation to the criteria above. Proposals needed to include a clear explanation of budget priorities, task relationships, and any special approaches or options for negotiation.

Using a Best Value approach the review team considered the quality and feasibility of the proposals and services for the proposed fees; the cost proposed vs. value to be provided; and the approach to complete the work within budget and schedule.

Achieving a high Best Value score required a balanced approach to quality, timeliness, and cost. The evaluation process identified the consultant that offers the best overall value to Dakota County, considering both qualifications and competitiveness of pricing.

Evaluation Results:

The consensus reached by the proposal reviewers supported negotiating the contract with Bolton & Menk.

The review team selected Bolton & Menk based on the detailed work plan provided in the firm's proposal, which presented a strong understanding of the project's key issues to be addressed and provided an integrated approach to delivering all tasks by a qualified team. The recommended proposal emphasized approaches to address the need for early coordination with stakeholders, combined with a thorough understanding of the constraints and required approval processes. The Bolton & Menk proposal provided the best balancing of the tasks to be completed with the project-area issues and stakeholders to be addressed. The project issues will include coordination with MnDOT, UPRR, the City of Burnsville, and other agency representatives and stakeholders to confirm project support and approvals. The Bolton & Menk proposal also most effectively addressed how project requirements can be anticipated and completed within the accelerated schedule.

Summary of Proposed costs:

<u>Consultant</u>	<u>Amount</u>	<u>Hours</u>	<u>Cost/Hour</u>
Bolton & Menk	\$418,518	2,630	\$159.13
CBS Squared	\$554,403	3,321	\$166.94
HDR	\$470,843	3,204	\$146.95
SRF	\$498,330	3,279	\$151.99
WSB	\$320,697	2,000	\$160.35

Recommendation:

Staff recommends the consulting engineering firm Bolton & Menk be awarded a contract for CP 32-113, including preliminary and final design for a roundabout at CSAH 32 and I-35W East Frontage Road in Burnsville. Given the scope of the needed work and issues to be addressed, the Bolton & Menk proposal and contract negotiations offered the best combination of approach, detailed work plan, and balanced cost-to-value from among the five submitted proposals.