

Consultant Evaluation Summary For Design of ADA Compliant Pedestrian Facilities for 2026 Preservation of Paved Highway Surface Project

Consultant Services Description:

The 2026 Preservation of Paved Highway Surface Project is the annual package of individual projects that address the maintenance and resurfacing of Dakota County Roadways. In compliance with the Americans with Disabilities Act (ADA), the Dakota County 2040 Transportation Plan (adopted July, 2021), and the Dakota County ADA Transition Plan (adopted December, 2024), pedestrian facilities adjacent to any improvement projects in the public right-of-way.

There are currently ten (10) individual projects in the overall package. Each project contains pedestrian ramps with an overall total of approximately 275 pedestrian ramps. The County Transportation Design group has been including more design details in the construction plans for ADA compliant ramps to help eliminate issues in the field during construction. The increased level of detail causes a significant increase in the time needed to produce the plans. It is intended the plans for construction will be advertised for bid on February 17, 2026.

Due to the high number of pedestrian ramps that need evaluation and design in 2026, it was decided to hire a consultant to add capacity to the design team to aid in the preparation of construction plans before the advertising date.

Scope of Consultant Services:

The scope of work for 2026 Preservation of Paved Highway Surface Project (hereafter referred to as “the project”) includes field analysis of existing pedestrian ramps, and design of ADA compliant pedestrian ramps and facilities.

Deliverables:

The contract’s technical deliverables include:

- Summary of existing pedestrian ramp evaluations and recommended proposed design.
- Recommendations of storm sewer modifications in the vicinity of pedestrian facilities.
- Final Construction Plans of the proposed ADA compliant pedestrian facilities.

Schedule:

The contract schedule is planned from September 2025 through at least February of 2026. Construction of the project is scheduled for Summer and Fall of 2026.

Consultant Selection Summary:

The Request for Proposals (RFP) for the required consultant services was released on July 21, 2025 and was sent to the following four (4) consultant firms: Stonebrooke Engineering, Inc., Isthmus Engineering, Inc., Kimley-Horn and Associates, and WSB. These four firms were invited to submit proposals because of proven expertise and ability to complete all project deliverables with the required quality level. Proposals from Stonebrooke and WSB were submitted to the County by the due date of August 1, 2025.

Review Team and Process:

The two (2) proposals were reviewed by staff from Dakota County, including staff representing experience and expertise in project management, and engineering design of ADA compliant pedestrian facilities. Proposals were reviewed and ranked independently by review team members. The review

team members compared their rankings on August 4, 2025, to discuss the proposals, share information regarding individual member evaluations and reach consensus on a recommended consultant. The consensus reached by the proposal review team supported negotiating a contract with Stonebrooke Engineering, Inc.

Evaluation Criteria:

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

1. Understanding of the Scope of Work (20%)
 - a. Completeness of proposal; demonstrated grasp of work to be completed under this contract; expressed understanding of the project scope, deliverables due dates, objectives, and complexity to complete the project.
2. Proposed project approach (30%).
 - a. Assurance of the consultant's ability to provide deliverables in a timely fashion and with high quality.
3. Project Team and Expertise of Key Personnel (35%)
 - a. Sufficient experience and past work performance of professional team members assigned to the project.
4. Quality Control (15%)
 - a. The consultant team's approach to ensuring the quality, completeness, and accuracy of their deliverables.
5. Cost Proposal Best Value
 - a. A subjective analysis of the overall value versus cost and the presentation of the fee estimate breakdown.

Evaluation Results:

Dakota County staff scored the Stonebrooke Engineering, Inc. proposal highest on average based on the evaluation criteria listed above. All proposals were evaluated based on this objective, to determine whether the work plan, hours, and rate structure were sufficient and reasonable to successfully complete the required work. Reviewers appreciated the detailed work plan provided in the firm's proposal, which presented a strong understanding of the key issues of the project and provided a good approach to delivering all tasks by a qualified team with recent relevant experience on similar projects. The selection team highly valued Stonebrooke's extensive list of previously completed projects with similar scope to this and included the number of pedestrian ramps that were evaluated with each project.

Stonebrooke also provided the lowest cost to complete the project tasks. A shared concern among the reviewers was the significantly higher cost of the WSB proposed services to complete the project. It brings into question the value added of avoiding field issues and redesign during construction versus the high cost to do so.

Summary of Proposed costs:

Consultant	Total Cost	Consultant Hours	Cost Per Hour
Stonebrooke	\$156,671	1281	\$122.30
WSB	\$364,425	2455	\$148.44

Recommendation:

Staff recommends the consulting engineering firm Stonebrooke Engineering, Inc. be awarded a contract for 2026 Preservation of Paved Highway Surface, design of ADA compliant pedestrian facilities. Given the scope of the needed work and issues to be addressed, the Stonebrooke project team offered the best approach, detailed work plan, previous project experience, and balanced cost-to-value from among the two (2) received proposals.