

Consultant Selection Information for Project 38-064

Project Information

Project Purpose: This project seeks construct trail on the south side of County State Aid Highway (CSAH 38) between Garden View Drive and Galaxie Avenue in Apple Valley. The initial feasibility study will evaluate alternatives for a trail alignment and understand necessary changes to CSAH 38 for its accommodation. The outcome of this feasibility project is the definition of all project elements necessary to construct the trail within the corridor

Deliverables: Project management, quality management plan, public and agency involvement, functional review of corridor survey and right of way evaluation, environmental site assessment, wetland delineation, trail feasibility analysis.

Public and Agency Engagement: Activities for public engagement will include two open houses, newsletter mailings, content for the project web page, up to eight stakeholder meetings, and up to two agency presentations. The consultant is responsible for creating all communication materials for public involvement.

Schedule:

- Feasibility Study: December 2022 to August 2023
- Design: September 2023 to September 2024
- Right of Way Acquisition: September 2023 to September 2024
- Construction: 2025

Consultant Selection Summary

Request for Proposals (RFP): An RFP for the Feasibility Study was released on September 29, 2022, with proposals due on October 25, 2022. The RFP was sent to four firms, Bolton & Menk, Kimley-Horn, SEH, SRF. County staff had discussed the project with each firm and all indicated interest. Each firm submitted a proposal by the due date.

Review Process: Proposals were reviewed by staff from Dakota County and West St. Paul and assigned scores. The reviewers met on November 3, 2022 to discuss the scoring and select a preferred consultant.

Evaluation Results: All four proposals were generally responsive to the requirements of the RFP, including project management capabilities, demonstrated success in related projects, and costs. Evaluation of the proposals were made on these criteria, in addition to overall project understanding and approach for individual tasks.

Summary of Proposed Costs:

Proposer	Cost/Hour		Total Hours	Total Cost (2)
Bolton & Menk	145.29	(1)	336	\$75,824
Kimley-Horn	137.09		1,031	\$159,400
SEH	149.75		1,517	\$250,000
SRF	135.70	(1)	1,119	\$173,422

(1) Subconsultant hours and costs not reflected in cost per hour

(2) Total costs include soil borings, presented as optional in some of the proposals

Recommendation and Summary: The project review team selected Kimley-Horn for CP 38-064 as they provided a strong record of experience on projects with elements similar to those of CP 38-064. The proposed project manager and lead design engineer had key roles in these past projects, and a substantial share of time committed to this project. The estimates provided for total cost and hours billed were in line with staff expectations. Moreover, staff was pleased with their approach to several key technical tasks and public involvement.

Of the other proposals received, one provided a proposed team and project approach similar in quality to Kimley-Horn, but with a somewhat higher cost. The other two proposals provided costs and work hour estimates well outside of the expected range, with one overestimating the needed resources, and the other underestimating.