

Request for Qualifications

Jeffersontown Streetscape Improvements – Taylorsville Road (KY 155)

Proposed Project

The City of Jeffersontown, Kentucky, with funding provided through the American Recovery and Reinvestment Act (ARRA), is seeking the preparation of plans to enhance the streetscape corridor along a section of Taylorsville Road (KY 155) through the City. The scope will include the preparation of construction documents and necessary environmental documents pursuant to a typical design approach for Kentucky Transportation Cabinet projects. The project will also require construction inspection services during the process. The project will include the redevelopment of the existing sidewalk and verge areas and the introduction of new lighting, landscaping and street furnishings along the corridor, and the possibility of modifications to existing entrances and lane striping along the corridor.

Project Location

The project area includes the Taylorsville Road corridor from College Avenue to Ruckriegel Parkway (a distance of 0.75 mile) within the city limits of Jeffersontown.

Project Coordination and Timeline

Throughout the course of the project, the consultant will be responsible for coordinating activities with the City of Jeffersontown Project Manager. These activities will include monthly progress meetings, preparing minutes for all project-related meetings, coordinating informal meetings, participating in conference calls, and responding to requests for information. Coordination shall also include the preparation of monthly reports to document the project progress pursuant to American Recovery and Reinvestment Act (ARRA) Funding requirements. The consultant will also be responsible for internal quality assurance/quality control procedures, monitoring the project budget and schedules, and preparing invoices that will be submitted to the City. The following deliverables and project milestones are proposed.

Timeline Milestones:

- Capacity to comply with the project schedule, outlined below.
- Project Invoices and Status Reports, monthly
- Project Initiation/Kick-off, June 2009
- Environmental Documentation and Submittal, July 2009
- Public Meeting August 2009
- Final Construction Documents, October 2009
- Bidding, January 2010

Resources to be provided by or through the City

- As built plans as available (paper)
- Concept plans developed to date (digital)
- Available studies and planning initiatives (digital)
- Aerial Photography and GIS Data

Consultant Requirements

The consultant shall be prequalified to perform work for the Kentucky Transportation Cabinet in the categories of Urban Roadway Design, Construction Inspection, and EIS Writing and Coordination. Furthermore the consultant shall provide experience with streetscape enhancement design including experience in adapting complete street design principles and elements (pedestrian and bicycle improvements) within urban roadways. Consultants should identify the professional personnel to be utilized to fulfill the design and environmental documentation requirements of the project, including at a minimum the project manager, engineer, landscape architect, environmental professional, historian, construction inspector, and right of way technician.

Selection Criteria

Except as stated below, the Statement of Qualifications shall be prepared as a proposal for consultant services as outlined below.

30 Points

Relative experience of Consultant Personnel assigned to project team with comparable highway and streetscape planning projects for federal, state, local or other governmental agencies. (1 sheet will be allowed in the Statement of Qualifications for each Consultant Project Team Member, with a maximum of 5 individuals).

30 Points

Project approach and proposed procedures to accomplish the project. (1 sheet will be allowed in the Statement of Qualifications for each Consultant to detail the approach and procedures).

10 Points

Capacity to comply with schedule. (1 sheet will be allowed in the Statement of Qualifications for each Consultant to detail available team workload during the proposed project schedule).

10 Points

Past record of performance on projects of similar type and complexity. (1 sheet per project will be allowed in the Statement of Qualifications for up to 3 projects of similar type and complexity which the Consultant wishes to highlight, for a maximum of 3 sheets).

10 Points

Past experience working within the general area of the Taylorsville Road corridor or the City of Jeffersontown. (1 sheet will be allowed in the Statement of Qualifications for each Consultant to address local experience).

10 Points

Location of the Consultant's office where the work is to be performed. (Statement of Qualifications should indicate where work is to be performed).

Submittal Instructions

- The submittal shall be no more than 11 pages, as described above, plus one page each for a cover, cover letter, and back page.
- The Statement of Qualifications is to be submitted in Adobe Acrobat “pdf” format to Matt Meunier [mmeunier@jeffersontownky.com]
- The Statement of Qualifications shall be received at the above-listed email address **no later than 12:00 p.m. (Eastern Standard Time), June 19, 2009.**
- All communications in specific reference to the RFQ shall be submitted to Matt Meunier [mmeunier@jeffersontownky.com]
- The City of Jeffersontown reserves the right to accept or reject any or all submittals.