



CITY OF LEE'S SUMMIT

PURCHASING DIVISION
220 S.E. GREEN STREET
LEE'S SUMMIT, MO 64063
816-969-1080 Phone 816-969-1081 Fax

REQUEST FOR QUALIFICATIONS FOR VELIE PARK BRIDGE AND TRAIL CONNECTOR DESIGN SERVICES Federal Project Number STP-3301 (447) RFQ NO. 11-095

The City of Lee's Summit is requesting Letters of Interest for the above-referenced project.

Interested firms should submit five (5) copies of their Statement of Qualifications, one of which should be unbound.

**MUST BE RECEIVED BY:
March 25, 2011 Close of Business**

PLEASE MARK YOUR SUBMITTAL "SEALED RFQ 11-095" AND SEND IT TO:

**City of Lee's Summit, Division of Purchasing
Attention: Barbara Poole, Assistant Purchasing Manager
220 S.E. Green Street
Lee's Summit, MO 64063
816-969-1080**

It is the responsibility of interested firms to check the City's website at <http://cityofls.net/City-of-Lees-Summit/Business-With-the-City/Contracts-and-Vendors.aspx>, for any addendums or notices of information prior to the closing date and time of this RFQ. All addendums must be signed and included with Statement of Qualifications submittal.

Interested firms, or groups of firms, should prepare a response that addresses the following information:

- Experience and availability of key personnel;
- Experience on similar projects;
- Project Approach/Work Plan; and
- Critical Issues and Approaches to Solutions.
- Firms proximity and familiarity with the project area.

The submittals must be double-sided on standard letter-size paper (8.5" x 11") having a minimum font size of eleven (11) points and is no more than three (3) actual sheets of paper in length. Each of the three sheets of paper shall be numbered front and back as page one (1) through six (6). Up to two (2) additional double-sided sheets of paper, numbered front and back as page one (1) through four (4), may be submitted in an attached appendix and may be up to 11" x 17" in size. In addition, a single-sided one-sheet page cover letter should be submitted, which includes a point of contact for the consultant team. Your firms Statement of Qualifications (RSMo 8.285 through 8.291), a signed Work Authorization Affidavit, the E-Verify program's Memorandum of Understanding (15 CSR 60-15.020) and **the Matrix of estimated percentage breakdown of manpower tasks** must be included in your submittal; however they are not part of the maximum

page requirement. A selection committee will evaluate the submittals based on the above criteria and notify selected firms for oral interviews (if necessary).

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at www.modot.gov, in order to be counted as participation towards an established DBE Goal. We encourage DBE firms to submit letters of interest as prime consultants for any project they feel can be managed by their firm. The DBE goal for this contract is zero percent.

The selected firm will be expected to sign the City of Lee's Summit's standard contract. For a copy of the standard contract, please contact the Assistant Purchasing Manager listed above. If the Consultant team is unable to sign the contract, or requests modifications, please indicate so briefly in the cover letter and submit a separate letter detailing any issue(s) with the standard contract.

Schedule

Statement of Qualifications Due:	March 25, 2011 Close of Business
Selection Committee Meeting:	April 4, 2011
Firms Notified for Oral Interview:	April 5, 2011
Interviews 50 minutes each (if necessary):	April 25, 2011 afternoon

Project Background Information and Funding

Velie Park is located on Anderson Drive in the Oaks Ridge Meadows subdivision and is adjacent to Jackson County Parks and Recreation property along the Little Blue River. The river acts as a corporate boundary between the City of Lee's Summit and Independence. The 31-acre neighborhood park serves the residents of northern Lee's Summit. It includes a 1.1 mile walking trail, playground area, cul-de-sac parking, informal playing fields, and natural areas. The land for the park was donated by a residential developer in 1999 and the park was constructed through a Land and Water Conservation Grant from the Missouri Department of Natural Resources.

The City of Independence is currently in the final phase of completion of an extension of the existing Little Blue Trace Trail from Little Blue Parkway to Lee's Summit Road along the Little Blue River on the north side. Anticipated completion of the Independence extension is scheduled for Spring 2011.

In a 2007 update of the LSPR Greenway Master Plan, the Velie Park connector to the Little Blue Trace was identified as one of eight priority corridors to complete by the project task force. Velie Park, with the trail connector and bridge, will act as the western terminus trailhead and connect the residents in Lee's Summit to the popular 15 mile trail.

The project is partially funded through a Transportation Enhancement Grant administered by the Missouri Department of Transportation with Federal Highway Administration funding with the balance of the funding from Lee's Summit Parks and Recreation general capital improvement funds for greenway and trail improvements. The budget for this project is approximately \$650,000.

Drawings attached of Concept Plan and Context Plan.

General Scope of Services

The Lee's Summit Parks and Recreation is soliciting qualification submittals for architectural engineering services for the Velie Park Bridge and Trail Connector project.

Project activities may include but are not limited to the following

- Environmental and archaeological assessments; stream analysis; geotechnical
- Topographic survey
- Utility coordination

- Trail and construction easements
- Design engineering of trail improvements
- Bicycle/pedestrian bridge design
- Parking lot design
- Project Permitting
- Construction Inspection / Materials Testing
- MoDOT and FHA Project Administration

Design of all improvements shall follow all city, state, and federal requirements along with AASHTO and ADA compliance.

The Velie Park Bridge and Trail Connector Project will include, but may not be limited to, the following design/engineering features:

- Plan and profile of approximately 1,500 linear feet of asphalt trail
- Design engineering and coordination with manufacturer on pre-fabricated bicycle/pedestrian bridge
- Design engineering for parking lot improvements of approximately 20-25 vehicles
- Park way finding and monumentation for trail and bridge improvements
- Erosion and sediment control methods

Questions

For questions regarding this project, please contact Lee's Summit Parks & Recreation Project Managers

Steve Casey, RLA, ASLA

-or-

Foster Paulette, ASLA, AICP, CPRP

Phone: (816) 969-1507

Phone: (816) 969-1502

Email: steve.casey@lees-summit.mo.us

Email: foster.paulette@lees-summit.mo.us

This Request for Qualifications (RFQ) is an invitation by the City for interested Design Professionals to submit qualifications, which may be subject to subsequent discussions and negotiations. It is not a request for a competitive bid. Submittal of qualifications does not create any right in or expectation to a contract with the City. The City reserves the right to reject any and all RFQ's.

Section 285.530, RSMo, affects all services provided in excess of \$5,000.00. This Section refers to the prohibition of employment of unauthorized aliens and requires participation in a Federal work authorization program. This law went into effect on January 1, 2009.

You are required to fill out and return with your submittal of qualifications the enclosed Work Authorization Affidavit and provide documentation evidencing current enrollment in a federal work authorization Program, e.g., the electronic signature page from the E-Verify program's Memorandum of Understanding. The required documentation must be from the federal work authorization program provider. Letters from contractors reciting compliance is not sufficient. E-verify, <http://www.dhs.gov/everify>, is a FREE Internet-based federal work authorization program operated by the Department of Homeland Security, U.S. Citizenship and Immigration Services that allows employers to verify the employment eligibility of their employees, regardless of citizenship. Based on information provided by employees on their Form I-9, E-Verify checks the information electronically against records contained in DHS and Social Security Administration databases. There are penalties for employing an unauthorized alien, including suspension of the contractor's business license, termination of the contract, debarment from City and State work for a period of three years or permanently, and withholding 25% of the total amount due the Contractor.

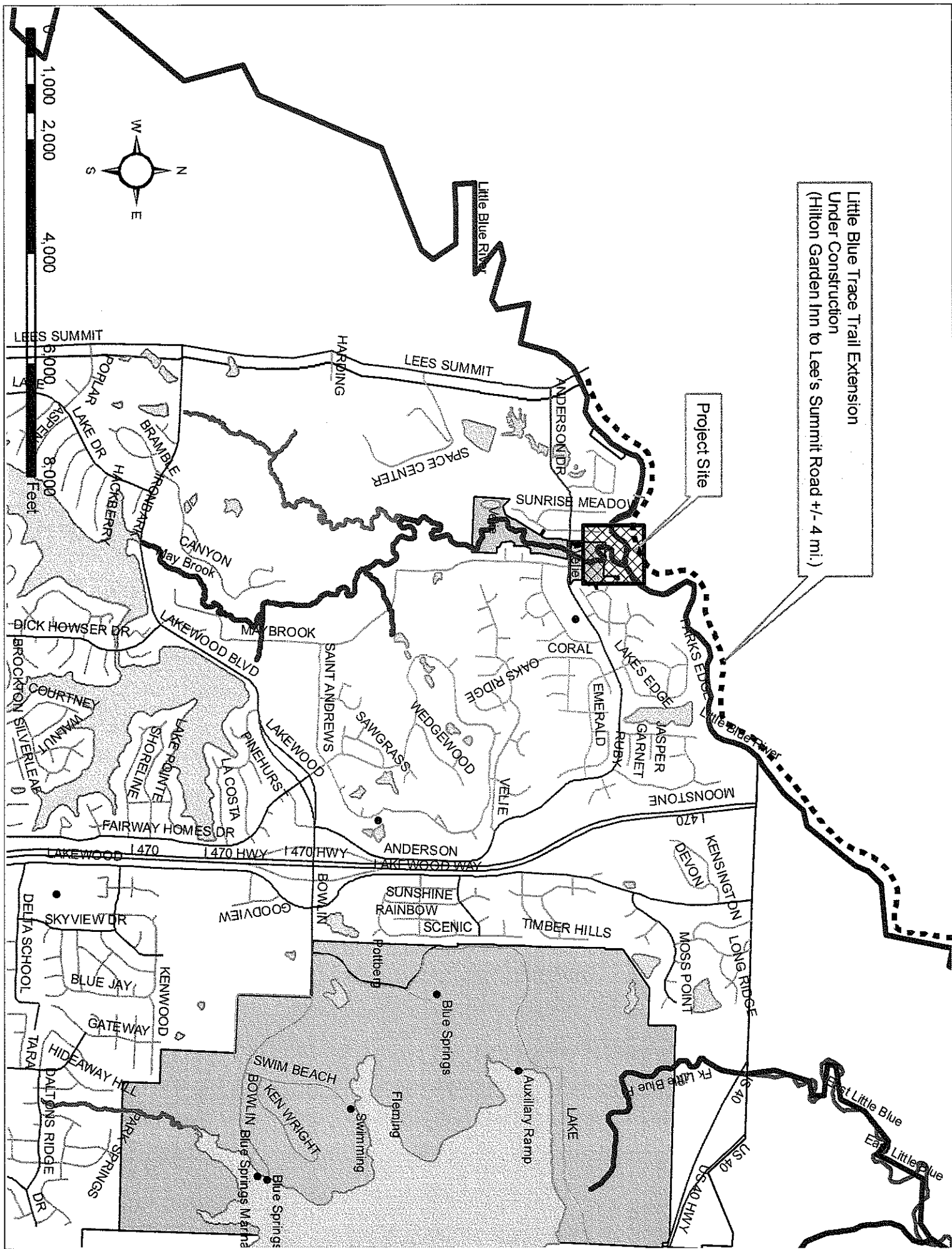
County of _____)
) ss.
 State of _____)

Bidder shall not knowingly employ or contract with an illegal alien to perform work for the City of Lee's Summit, Missouri or enter into a contract with a subcontractor that knowingly employs or contracts with an illegal alien.

Printed Name _____

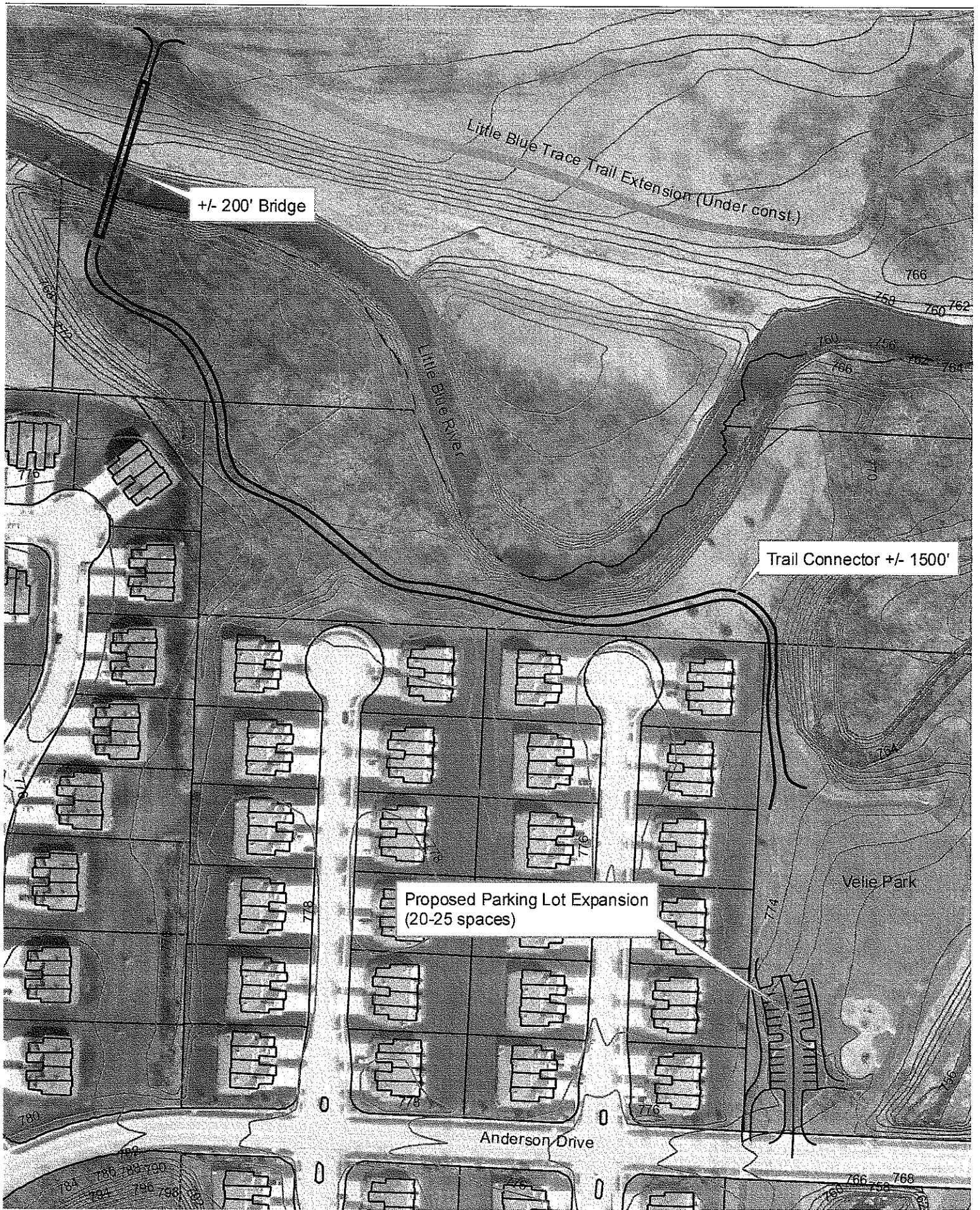
Notary Public

SEAL



Little Blue Trace Trail Extension
Under Construction
(Hilton Garden Inn to Lee's Summit Road +/- 4 mi.)

Project Site



Velie Park Bridge and Trail Connector

Lee's Summit Parks and Recreation

February 2011

