

Public Notice: City of Leavenworth Request for Qualifications (RFQ) Project No. 73-52KA-5990-01 CCLIP-PR: US-73
City Project: 2020-939

The City of Leavenworth is seeking qualified consulting firms for pre-construction engineering and project management in the category equivalent to the Kansas Department of Transportation's (KDOT) Work Category: 212 – Highway Design-Minor Facility, for the project listed below. Qualifications for roadway construction inspection in the equivalent to KDOT's Work Category: 241 will also be considered. Description: K-7 Highway between the south curb return of Choctaw Street intersection northward to the north curb return of the Seneca Street intersection. Project involves concrete pavement replacement, sub-grade stabilization, curb and gutter replacement, new storm inlets and storm pipe rehabilitation/replacement, sidewalk replacement and possible relocation and upgrades to the traffic signals. Schedule and Deadlines: Technical proposals are due on or before June 16, 2021 to be delivered by mail to the City of Leavenworth, City Clerk's Office, 100 N. 5th Street, Leavenworth, KS 66048. Interested consulting firms must be pre-qualified by KDOT in the work categories noted above. Anticipated Schedule for Subsequent Events: Interviews, evaluation and ranking of technical proposals shall take place on or about 07/01/2021 after which all firms that submitted letters of interest will be notified of the ranking. Negotiations with the highest ranked firm to commence on or about 07/08/2021. Notice to Proceed to be issued 07/28/2021, KDOT Three-Party agreement in place and in effect 09/28/2021. Request for Proposal (Technical): The City of Leavenworth is seeking a consultant to provide design services for K-7 between Choctaw Street and Seneca Street in the City of Leavenworth. The work includes addressing existing pavement and options for enhancements along this stretch of K-7. The existing pavement has deteriorated and is in need of full depth replacement. During design, the engineer will evaluate options including relocation of traffic signals, pedestrian access, restriction of turning movements and transitioning from a 4-lane to a 3-lane pavement section. K-7 is the main corridor through the historic downtown and the city is interested in exploring attributes that focus on and accentuate this history. Evaluation Factors: Technical proposals and interviews will be evaluated based on the factors listed below to rank the most qualified firm in order of preference as first, second, third, etc. If determined necessary by the City of Leavenworth, a Preliminary Review Committee will be formed to reduce the number of firms to no fewer than three (3) and no more than five (5). Reasons for exclusion from the evaluation will be: size and/or qualifications; experience of personnel available for the project; current uncompleted work or distribution of work; performance; no response from firm or other reasons. Firms excluded from the short list will be notified as to the reason for exclusion. Itemized factors with factor weight that the LPA will be using to evaluate the submitted proposals:

Ability to perform the desired services within the time prescribed –	20 points
Past performance of the firm -	20 points
Firms previous experience with similar work and knowledge of procedures -	25 points
Qualification of staff including Project Manager/Engineer in charge -	20 points
Firm's familiarity with the project area -	5 points
Accessibility of firm's office -	5 points
Presentation and responses to interview questions -	5 points

The highest ranked firm will be asked to enter into negotiations with the City of Leavenworth for an agreement. In the event the City of Leavenworth cannot reach agreement with the ranked firm, it will terminate negotiations with said firm and commence negotiations with the next highest ranked firm, and so on, until an agreement is reached for a satisfactory scope of services for a fair and reasonable number of hours, or the City of Leavenworth decides to pursue other alternatives. Contract Terms and Conditions: This is a KDOT/City project using funding from both KDOT and the City of Leavenworth. A standard three (3) phase, three (3) party agreement will be utilized with special attachments for the Kansas "Tax Clearance Certificate", the "Certification of Final Indirect Costs" and the "Policy Regarding Sexual Harassment". Instructions for Technical Proposal: Note: No costs shall be contained in the technical proposal. Technical proposals will consist of the technical proposal and completed and signed Special Attachment No. 9 ("Certificate of Final Indirect Costs") and a completed and signed Special Attachment No. 10 ("Tax Clearance Certificate"). All these forms can be obtained via mail to City of Leavenworth Public Works, 100 N. 5th Street, Leavenworth, KS 66048. The main text of consultant's technical proposal must not exceed fifteen (15) pages

(including cover sheet, indexes, etc.) to address the topics listed. Describe processes and procedures, including best practices, that will be used to perform the tasks and produce the deliverables described above under "Request for Proposal (Technical)". Include in the technical proposal items such as: Project Manager/Engineer in Charge; History of project(s) with similar tasks; Availability of staff to meet schedule with overtime; Cost-effective or cost-reduction practices, processes or procedures used by the consultant, if any; Any sub-consultant and their role (if any) that will be performing services on the project. All sub-consultants must complete Special Attachment No. 9 ("Certificate of Final Indirect Costs") and the Special Attachment No. 10 ("Tax Clearance Certificate). Non-Collusion Affidavit: Any firm who fails to submit a signed/notarized Non-Collusion Affidavit will have their proposal rejected and will not be considered. Copy of Non-Collusion Affidavit attached to proposal packet. Affirmative Action Program: It is required that firms submit Affirmative Action Program prior to the proposal date to ensure that the program is acceptable to the City. The Affirmative Action Program is effective for one year with a universal renewal date of July 1 each calendar year. Contact Charity Frey, Executive Administrative Assistant to the City Manager at 913-680-2604 or at cfrey@firstcity.org to obtain the Affirmative Action Packet and approved Affirmative Action Letter to submit with our proposal. Questions about the Request for Proposals shall be sent to the City of Leavenworth Public Works Department, 100 N 5th Street, Leavenworth KS 66048 or via email at brian.faust@firstcity.org. Published in the Leavenworth Times on Tuesday May 18 2021