

November 6, 2006

CITY OF BEAUFORT, SOUTH CAROLINA

**REQUEST FOR QUALIFICATIONS (RFQ)
ENGINEERING DESIGN SERVICES
BOUNDARY STREET MASTER PLAN STREET IMPROVEMENTS**

CLOSING DATE: DECEMBER 8, 2006, 5:00 P.M.

PART I. INTRODUCTION

The City of Beaufort, hereinafter referred to as the “City,” in conjunction with Beaufort County, is requesting qualification statements and a proposed project approach from firms experienced in engineering design services relating to implementing a traditional design (“new urbanist”) roadway corridor redevelopment master plan.

Anticipated services include, but are not limited to:

- Engineering of roadway, sidewalks, and stormwater management facilities;
- Presentation and permitting of project; and
- Preparation of functional engineering, right-of-way and construction plans, specifications, and contract documents.

Five (5) copies of the team’s qualifications must be provided and they should be hand-carried or delivered by traceable means by 5:00 P.M. December 8, 2006 to the following address:

By Mail:

City of Beaufort Planning Department
Attn: Libby Anderson, Planning Director
P.O. Drawer 1167
Beaufort, South Carolina 29901

By Hand Delivery:

City of Beaufort Planning Department
Attn: Libby Anderson, Planning Director
701 Craven Street
Beaufort, South Carolina 29902

All responses should be clearly marked on the outside of a sealed envelope with the following: “RFQ Boundary Street Master Plan.”

For information or questions concerning this solicitation, please contact Libby Anderson, Planning Director, City of Beaufort, at (843) 525-7011 or at landerson@cityofbeaufort.org.

PART II. BACKGROUND

The Boundary Street Redevelopment Area is defined as the 300-acre area (approximate) along Boundary Street (US Highway 21) from Palmetto Street, west to Robert Smalls Parkway (SC Highway 170). Boundary Street is the primary entrance to the City and the Landmark Historic District. The area is bordered on the north by the marshes of Albergotti Creek and on the south by Battery Creek. The County Government Center anchors the east end of the study area; a strip shopping center is located at the west end.

The Boundary Street area was developed in the 1960s for suburban-style commercial development. The area contains three shopping center centers, an archeological site, and a historically significant African-American cemetery. Boundary Street has the highest traffic volumes in the City of Beaufort and has the highest number of vehicle accidents.

In April 2005, the City of Beaufort, through Beaufort County, contracted with Dover, Kohl & Partners, a nationally recognized town planning firm, to prepare a redevelopment plan for the Boundary Street Redevelopment area. Dover, Kohl & Partners, a nationally recognized town planning firm, was selected to prepare the plan. In September 2005, Dover, Kohl conducted an 8-day charette. A draft master plan was presented to the public in March 2006. The Boundary Street Master Plan was adopted as part of the City's Comprehensive Plan on August 28, 2006.

PART III. SCOPE OF WORK

Under the direct supervision and control of the Beaufort City Manager, the firm will be responsible for programming and engineering all public construction activity for implementation of the Boundary Street Master Plan. The project specifically includes designing road and streetscape improvements for the following existing public streets: Boundary Street, including the intersection of Boundary Street and Ribaut Road, and the intersection of Boundary Street and Robert Smalls Parkway; Ribaut Road between Boundary Street and Duke Street; Robert Smalls Parkway from Boundary Street to the Neil Road/the railroad right-of-way; and Greenlawn Drive. The project specifically includes designing a new road parallel to Boundary Street to the north, between Sycamore Street on the east, to Palmetto Street on the west. The conceptual design of these improvements is set out in the Boundary Street Master Plan which is available on the City of Beaufort's web site at [City of Beaufort.org](http://CityofBeaufort.org).

The services required include comprehensive, complete, and coordinated engineering design services.

Potential design professional's services for the project will include, but not be limited to:

Programming, cost estimating and budgeting, site investigations including geotechnical and hydraulic, surveying services, traffic analyses, subsurface utility engineering, environmental studies and documentation, wetlands delineation and permitting, right of way plans, permit applications, final construction plans for roadway, sidewalks and stormwater management facilities, preparation of construction documents, public hearing plans and displays, construction phase design support and all other related services.

Qualification Requirements

Firms should have experience in designing traditional design redevelopment streetscape and roadway plans and be capable of providing comprehensive engineering services and have the ability to respond to requests in a timely manner. A multi-disciplinary team is highly desirable.

Firms shall submit written qualifications and proposed project approach which clearly demonstrate their ability to provide quality services in a timely and cost effective manner. Submittals should include the following:

- General background and resources;
- Documentation of experience on similar projects (include client references);
- Outline of proposed work-plan and schedule including a summary of current workload;
- Organization of personnel and subconsultants;
- Unique qualifications and methodologies; and

- Additional related information.

All professionals assigned to the project must be registered in the state of South Carolina. The team must be licensed to do business in the City of Beaufort and provide proof of General Liability Insurance and Workers Compensation.

PART IV. SELECTION

A committee comprised of City and County staff will review all submitted qualifications. The intent is to select three to five firms that will be invited for an interview. The evaluation criteria are as follows:

<u>Point Range</u>	<u>Criteria Category</u>
_____ (25 points)	1. Qualifications, experience and technical competence of the (a) firm, (b) specific individuals, strengths of (c) sub-consultants that are a part of the project team
_____ (25 points) Projects.	2. Specific related experience in terms of type and scope of past
_____ (25 points)	3. Ability to respond and complete the work in a timely manner
_____ (25 points)	4. Delivery approach, availability and responsiveness of key staff performing the work on the project, familiarity with SCDOT practices and procedures.
_____ Total	

The selection committee’s rankings shall be forwarded as a recommendation to the City Manager for review and consideration.

Notification

The selected firms will be given written notification of being selected by the City/County. This work may be awarded in whole or in part at the sole discretion of the City/County. The City/County will negotiate and execute a contract with the selected firm(s) prior to the beginning of the actual services. Should contract negotiations fail, the City/County will negotiate with one or the other highly ranked firms. In general, the contract will comply with applicable laws and standard provisions and shall contain the following terms:

- Detailed scope of services
- Schedule for providing services
- Cost of services

Reserved Rights

The City shall not be responsible for any of the costs associated with responding to this request for qualifications and all submitted materials shall become the property of the City. Furthermore, the City expressly reserves the following rights and options:

- To reject any or all teams and re-advertise if deemed necessary;

- Waive any or all formalities and technicalities; and
- Approve, disapprove or cancel all services associated with the project.

The City has yet to decide whether to select one or more other firms to provide some or all of the professional services described in this document. All selected firms will perform such services under the direct supervision of the Beaufort City Manager.

The City of Beaufort does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.