

REQUEST FOR LEGISLATIVE ACTION
EXECUTIVE OFFICE

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 20243

Sponsor(s): Tony Miller

Date: September 9, 2019

AUG 27 2019

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twenty-Four Month Term and Supply Contract, with one Twelve Month Option to Extend, for the furnishing of Trail Planning and Design Services for the Parks + Rec Department to TransServices of Kansas City, Missouri under the terms and conditions of Request for Qualifications No. 9-19.</u></p>																				
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td style="text-align: right;">\$</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Parks + Rec Department Estimated Use: \$100,000</p> <p>Requesting approval by the Legislature of the Term and Supply Contract; the funds were already appropriated through the annual budget adoption. Estimated figures are for informational purposes only.</p> <p>Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number:	\$										
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): Prior resolutions and (date):</p>																				
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Administrator, 881-3253</p>																				
<p>REQUEST SUMMARY</p>	<p>The Parks + Rec Department requires a Term and Supply Contract for Trail Planning and Design Services on an "as needed" basis. The Purchasing Department issued Request for Qualifications No. 9-19 in response to those requirements.</p> <p>A total of Thirty-Nine Notifications were distributed and Three Responses were received and evaluated as follows:</p> <table border="1"> <thead> <tr> <th></th> <th>Responsiveness to Request for Qualifications</th> <th>Qualifications and Experience</th> <th>References</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>TransSystems, KCMO</td> <td style="text-align: center;">4</td> <td style="text-align: center;">67.75</td> <td style="text-align: center;">25</td> <td style="text-align: center;">96.75</td> </tr> <tr> <td>Vireo of KCMO</td> <td style="text-align: center;">4</td> <td style="text-align: center;">66.25</td> <td style="text-align: center;">25</td> <td style="text-align: center;">95.25</td> </tr> <tr> <td>CFS of KCMO</td> <td style="text-align: center;">4</td> <td style="text-align: center;">60.75</td> <td style="text-align: center;">25</td> <td style="text-align: center;">89.75</td> </tr> </tbody> </table> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Purchasing Department concurs with the Parks + Rec Department on the award of a Twenty-Four Month Term and Supply Contract, with one Twelve Month Option to Extend for the furnishing of Trail Planning and Design Services to TransSystems of Kansas City, Missouri as the best proposal received. After the selection of the best proposal, pricing was negotiated and is included with the Award Recommendation.</p>		Responsiveness to Request for Qualifications	Qualifications and Experience	References	Total	TransSystems, KCMO	4	67.75	25	96.75	Vireo of KCMO	4	66.25	25	95.25	CFS of KCMO	4	60.75	25	89.75
	Responsiveness to Request for Qualifications	Qualifications and Experience	References	Total																	
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CLEARANCE	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) N/A	
COMPLIANCE	<input checked="" type="checkbox"/> MBE Goals 9.5% All goals are being met by the recommended Respondent <input checked="" type="checkbox"/> WBE Goals 11.7% The Compliance Review Office has approved the Contractor's Utilization Plan <input checked="" type="checkbox"/> VBE Goals 9.5%	
ATTACHMENTS	Abstract of Bids Received, Recommendation Memorandum and Score Sheet, TransSystems Schedule of Rates and the pertinent pages of TransSystems' proposal.	
REVIEW	Department Director:	Date:
	<i>Michelle Newman</i>	8/26/19
	Finance (Budget Approval): If applicable	Date:
	<i>[Signature]</i>	8/27/19
Division Manager:	Date:	
<i>[Signature]</i>	8-27-19	
County Counselor's Office:	Date:	
<i>Bryan Lewis</i>	8/29/19	

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

ABSTRACT OF BIDS

Request for Qualifications No. 9-19 Trail Planning and Design Services Opens: 2:00 PM, CDT on 4/2/19			Trans Systems KCMO		Vireo KCMO		CFS KCMO	
NO	DESCRIPTION	UNIT	QTY	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
	Base Bid			See Bid	See Bid	See Bid	See Bid	See Bid

CERTIFICATION OF BID OPENING
 BIDS WERE PUBLICLY
 OPENED AND RECORDED
 ON: April 3, 2019 BY
Wade A. Rowland
 CLERK OF THE LEGISLATURE
Katie Bault
 PURCHASING



**JACKSON COUNTY
Parks + Rec**

22807 Woods Chapel Road
Blue Springs, Missouri 64015
MakeYourDayHere.com

Michele Newman, Director
(816) 503-4800
Fax: (816) 795-1234

MEMORANDUM

TO: Barbara Casamento, Purchasing Administrator
FROM: Brian Nowotny, Deputy Director Park Operations
DATE: July 5, 2019
SUBJECT: Request for Qualifications No. 9-19, Trail Planning and Design Services

Parks + Rec recommends award of a contract for Trail Planning and Design services under the above referenced RFQ to **TranSystems of Kansas City, Missouri**. Once approved, all services shall be requested on an as-needed basis, based on the specifications in the RFQ, respondent's submission, and Schedule of Fees.

On 04/02/2019 a total of three responses were received from interested vendors. A committee made up of staff from Parks + Rec reviewed and evaluated each proposal.

Professional references were checked for each responder, and each responder was scored and ranked by the committee. Upon selection of the top responder, based on all of the evaluation criteria, a schedule of fees was requested and negotiated with TranSystems.

Thank you for your assistance, and please do not hesitate to contact me if you should have any questions.

Attachments: Evaluation Scoring Matrix
TranSystems Proposal Submission
TranSystems Schedule of Fees



Frank White Jr., County Executive



**TranSystems Corporation
Schedule of Hourly Rates for 2019**

Classification	Rate	Classification	Rate
Principal/Civil Engineer V	\$291	Industry Specialist V	\$350
Civil Engineer IV	\$220	Industry Specialist IV	\$285
Civil Engineer III	\$169	Industry Specialist III	\$190
Civil Engineer II	\$122	Inspector V	\$230
Civil Engineer I	\$98	Inspector IV	\$132
Planner III	\$180	Inspector III	\$95
Planner II	\$100	Inspector II	\$76
Planner I	\$91	Marketing Administrator III	\$144
Scientist III	\$117	Marketing Administrator II	\$104
Scientist II	\$105	Administrator III	\$180
Scientist I	\$78	Administrator II	\$99
Technician V	\$175	Administrator I	\$68
Technician IV	\$128	Electrical Engineer IV	\$206
Technician III	\$104	Electrical Engineer I	\$133
Technician II	\$82	Construction Services I	\$76
Technician I	\$68	Construction Services II	\$84
Principal/ Structural Engineer V	\$288	Construction Services III	\$127
Structural Engineer IV	\$220	Construction Services IV	\$136
Structural Engineer III	\$182	Architect IV	\$236
Structural Engineer II	\$134	Architect III	\$205
Structural Engineer I	\$102	Architect II	\$97

Sub-contracted labor, material testing equipment, printing and technical photography, and all other direct job costs to be paid at cost.

Vehicle mileage to be paid at the current IRS rate per mile.

The rates set forth on this initial Schedule of Rates shall be the rates provisions in effect from the date of this Agreement until December 31, 2019. TranSystems will revise the Schedule of Rates annually and will submit the revised Schedule of Rates which shall automatically become effective with regard to this Agreement and the Services performed under this Agreement on January 1st of the next calendar year.

2019 Trail Planning and Design RFQ

RFQ NO. 9-19

COMPOSITE SELECTION SCORE SHEET

FIRM NAME	Responsiveness To RFQ Barbara Casamento (1) <small>5 pts. Max</small>	Qualifications and Experience Avg. <small>70 pts. Max</small>	References (2) <small>25 pts. Max</small>	Total Score for Each Firm <small>100 pts. Max.</small>	RANKING	COMMENTS
					1 BEING BEST	
TransSystems of Kansas City, Missouri	4	67.75	25	96.75	1	
Vireo of Kansas City, Missouri	4	66.25	25	95.25	2	
CFS of Kansas City, Missouri	4	60.75	25	89.75	3	

Notes:
 (1) Barbara Casamento Provides Scoring for Responsiveness Section
 (2) Reference Checks to be Completed After Initial Qualifications and Experience Scoring



TranSystems Corporation
Cost x Multiplier
Jackson County Parks + Rec On-Call

Section 1.1 Compensation for Services and Expenses of TRANSYSTEMS in connection with Basic Services

Section 1.1.1 For Basic Services. As compensation for the performance of the Basic Services rendered by TRANSYSTEMS under Section 1, CLIENT shall pay TRANSYSTEMS, in accordance with the provisions of this Contract, as follows:

Direct Cost of Reimbursable Expenses and Subconsultants and Labor Cost Times a 2.80 Multiplier.

Section 1.1.2 For Reimbursable Expenses in connection with Basic Services. In addition to payments provided for in paragraph 1.1.1, CLIENT shall pay TRANSYSTEMS for all "Reimbursable Expenses" incurred by TRANSYSTEMS in connection with the Basic Services. For purposes of this Agreement, "Reimbursable Expenses" are those costs and expenses incurred by TRANSYSTEMS in connection with the performance of the Services under this Agreement, including, but not limited to, the costs and expenses incurred by TRANSYSTEMS for travel, reproduction, mailing costs, supplies and materials, transportation, or communications, independent professional associates, CONSULTANTS, SUBCONSULTANTS and any other relevant expense items.

Section 5.3 TranSystems' Labor Rates and Expenses. TRANSYSTEMS may revise the Labor Rates periodically but may not adjust the Maximum Fee or Multiplier without CLIENT's written permission.

JACKSON COUNTY, MO

Purchasing Department

Trail Planning and Design Services for the Parks + Rec Department
REQUEST FOR QUALIFICATIONS NO. 9-19



APRIL 2, 2019
2:00 PM



EXPERIENCE | Transportation



TranSystems
 240 Pershing Road | Suite 400
 Kansas City, MO 64108
 Tel 816 329 8600
 Fax 816 329 8601

www.TranSystems.com

April 2, 2019

Barbara Casamento

Jackson County Purchasing Department, Room G-1, Ground Floor
 Jackson County Courthouse
 415 East 12th Street
 Kansas City, MO 64106

**RE: Jackson County Trail Planning and Design Services for the Parks + Rec Department
 Request for Qualifications No. 9-19**

Dear Ms. Casamento:

We are very interested in providing trail planning and design services for you. TranSystems demonstrated our trail planning and design expertise on the Rock Island Rail Corridor Shared Use Path, the largest trail project in the region. Our trail planners and designers were able to successfully complete such as complicated project based on their experience on numerous smaller trails and on-call trail support programs such as this one.

John Zimmermann, PE, ENV SP, will lead our TranSystems staff and manage the subconsultant team we've assembled that cover the areas related to trails in Jackson County and that provide diverse viewpoints.

Your Team:

Firm	Base Expertise	Additional Expertise
TranSystems	Project management, trail planning, cost estimating, trail design, site analysis, pedestrian facilities, bicycle facilities, construction inspection	Environmental assessments, permitting, trail amenities, safety signing, security, construction inspection, and funding prospecting.
Landworks Studio (WBE)	Trail and park planning, park facility demand, landscape architecture, land planning and open space planning.	Wayfinding, interpretive signing, renderings
MTS Quanta	Topographic surveys, boundary surveys, 3D scanning, LiDAR, easement and descriptions.	Bathymetric surveys
Hg Consult (MBE)	Trail design support, utility coordination,	Environmental assessments
TSi Geotechnical (MBE)	Geotechnical analysis, research and investigations	
Parson and Associates (VBE)(SDVOB)	Public engagement	Communication plan, stakeholder coordination, social media

MULTI-USE TRAIL FACILITIES

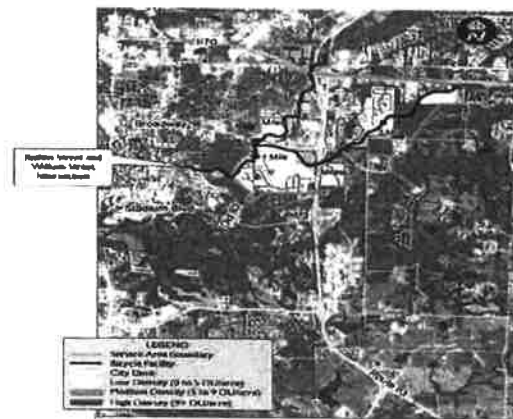
TranSystems and our team, with just the key staff assigned have designed more than 50 miles of trails in the Midwest. The team has planned more than 400 miles of trails. Nationally, TranSystems has been involved in even more miles of trail, including numerous high-profile projects, such as the Rock Island Trail in Jackson County, Missouri, the DuPage River Trail in Naperville, Illinois, the Downtown Trail in Carrollton, Texas, and the 606 Trail in Chicago, Illinois.



With our volume of trail planning and designs, we regularly work within streams, forested areas, FEMA floodplains, parks, neighborhoods, railroad rights-of-way, highway rights-of-way, US COE levees and within historically and environmentally protected areas. This broad base of experiences is an asset for on-call service contracts, especially when our clients have a unique request.

FACILITY DEMAND & OPERATIONAL ASSESSMENT PLANNING SERVICES

Trail facility demand analysis is an important tool to assess the investment in new trails, trail extensions and trail connections. Trails remain a popular amenity in parks and an increasingly popular part of the transportation network. In Columbia, Missouri, we determined the highest demand/anticipated use alignment of the Shepard to Rollins Trail as a part of a transportation mode shift analysis. Our planners worked with City staff to project trail facility demand. SCORP assessments can also give guidance to direct investments in trails. For our TrailsKC, the Citywide trails plan for Kansas City, we used additional metrics to assure that there were trail facilities within a 15 minute walk of all population clusters.



We provide a full spectrum of trail and open space operational assessments, including research and investigations into safety, maintenance, users/counts, funding, and sustainability. Our team can assist you with the assessments so you can make budgeting decisions, provide operational data, or plan improvements to the Jackson County trail and parks system. Whatever the reasons, we will provide you with compact, defensible operational assessments. These can be basic as spreadsheets as we used on the Grain Valley pavement maintenance program, or complex, such as the GIS geodata we captured on the City of Cameron signage inventory program.

SITE ANALYSIS & PLANNING SERVICES

Even the most pristine river valleys, open prairies, and forests in Jackson County have some sort of history or constraint that will factor in trail or open space planning. Most streams and river valley have sanitary sewers paralleling the channel. Some streams have FEMA regulated floodplains. Open prairies may have buried gas pipelines. What is now a forest, may have the hidden remains of a railroad. Our team has worked in these various environments enough to have an understanding of what to look for to reduce the surprises later.



Our site analysis level will depend on your desired outcome. We can scale our efforts to be very cursory in nature, such as a drive-by/walk-about review, to a full site analysis that includes a topographic survey, boundary survey, environmental assessment, historical assessment, planned land-use, utilities, geotechnical, and other site conditions.

TRAIL PLANNING & DESIGN SERVICES

Conceptual trail planning brings together two strengths of the TranSystems' team; creativity and practicality. We provide the "wow" factor when needed, such as a 330' long pedestrian bridge we conceptually proposed for a trail in Columbia, Missouri, and provide the practicality to split that bridge into two 165' bridges to reduce the costs. In Shawnee, Kansas, we prepared a conceptual trail plan with a bridge leading to a boardwalk section that would be inundated during flood events, but without the debris catching railings.



We feel most of the "wow" factor of trails comes from the setting and our goal is to provide a safe, interesting trail that accentuates the setting, be it the natural or built environment. In Kansas City, we are well-known for our practice of trail-blazing at the conceptual stage. This allows us to take advantage of vistas, protect specimen trees, introduce natural/functional curvature to the alignments, and provide non-disruptive construction access. On the Missouri Riverfront Trail in Platte County, we meandered the trail to an opening near the riverbank that provided a scenic expanse of the river. On the Cliff Drive Trail in Kansas City, we steepened the running grade to minimize disruption to a historic park.

The TranSystems team excels at producing a professional quality set of construction documents. Assembling a professional quality set of construction documents does not happen by accident, it takes experienced staff following set protocols. At TranSystems, we follow our documented Safety Plan, Project Management Plan, and our Quality Control Plan to provide consistent results. We have worked with the County, are seasoned MoDOT LPA project managers and have worked with all of the major cities in the County, following APWA and city design requirements.



COST ESTIMATING SERVICES

Cost estimating is a key element in project creation, and our team respects the need for accurate costs. Accurate costs start with comprehensive, accurate quantities. Our understanding of which items of work drive the costs of trails and open spaces (earthwork, pavement, structures, etc) and which items are ancillary allow us to provide you with quick conceptual cost estimates. Current item bid costs are also important to accurate costs. We are involved with bidding construction projects throughout the year, and we follow trends to MoDOT, KDOT, and other unit bid prices. For the Rock Island Trail, we increased the prefabricated steel bridges cost estimates to account for potential increases in steel pricing due to suppliers' fear of steel tariffs.

The final aspects of effective cost estimating are contingencies and inflation. By communicating these risks at the conceptual stage, County staff and stakeholders are able to make more informed decisions.

Here are a few construction bids that demonstrate our cost estimating history:

Project	Year	Engineer's Estimate	Low Bid
Rock Island Trail, Jackson County	2019	\$8,475,511.26	\$8,088,143.46
Meadow Lane Trail, Olathe	2017	\$1,284,899.00	\$1,140,426.13
Clear Creek Crossing, Kearney	2017	\$582,578.00	\$510,198.25
Cliff Drive Trail, Kansas City	2016	\$1,013,495.50	\$718,723.00

MISCELLANEOUS PLANNING & LANDSCAPE ARCHITECTURE SERVICES

Our team has many planners and landscape architects with a wide variety of expertise. Park planning, wayfinding signage plans, BMP planning, transit interaction planning, and master planning are examples of relevant services we have provided to our clients.

ABILITY/WILLINGNESS TO PROVIDE ADDITIONAL SERVICES

We offer all of our team's services for your convenience. We understand that questions may arise over the contract's two to three years that can't be anticipated. Our team covers all of the aspects of trail and open space planning and design, so we will be a great resource for when an unexpected task comes out of left field. Need to determine the benefits and costs to convert your trail maintenance vehicles to Compressed Natural Gas? We can assess that.

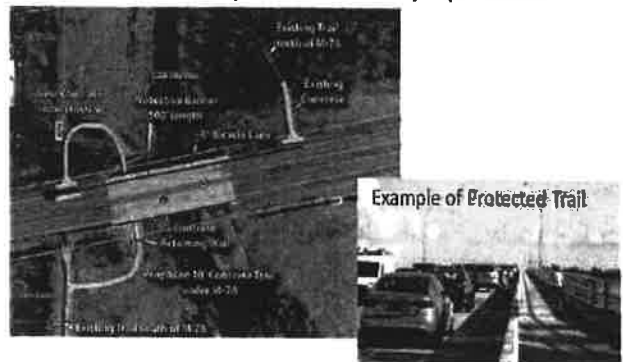
We have expertise in numerous additional areas that you could potentially need. Here is just a sample listing:

- Environmental Assessments and Permitting
- Construction Inspection
- Marinas
- Railroad Crossings and Quiet Zones

LITTLE BLUE TRACE CROSSING HIGHWAY 78

The Little Blue Trace crossing at Highway 78 makes the best of a difficult situation, but will be improved as a part of this on-call contract. The proposed underpass and protected on-street trail will greatly improve safety of the crossing. This improvement project will have some noticeable design challenges that our team is very adept at addressing:

Little Blue Trace/M78 Separated Grade Safety Improvements



- Adding a concrete barrier to the MoDOT Bridge. Close coordination with MoDOT, Kansas City District, the Central Office's Bridge Division will be important to modify the bridge to their requirements. AASHTO recommends a 48" barrier between the road and trail, which typically is addressed through the use of a small fence on the top of MoDOT concrete barriers. The interior face of the barrier could include a decorative form liner for very little cost.
- Adding a retaining wall and trail under the MoDOT Bridge. This will also take careful coordination with MoDOT. Our team can determine the optimal wall design to balance costs with MoDOT requirements.
- Modifying the cross-section under the bridge in a FEMA regulated channel. Our Hydrology and Hydraulics team will work with our surveyor and trail designers to assess the impacts and work towards a no-rise solution.



Our team can address all of the challenges of this project quickly and effectively.

COUNTY BUDGET

Even though we are a mid-sized firm, we are very interested in providing you on-call services regardless of the size of the request. Our team enjoys and excels at addressing quick-hitters/small task orders. For example, we have been the on-call engineer for the City of Cameron for 12 years, providing services to this town of 10,000 located an hour north on I-35. The typical request is a few hours of our time to address, and the City keeps coming back to us based on our service. The City is listed in our references.

AWARD REQUIREMENTS

We have all of the required award requirements and we agree to the contract standard provisions listed in Section 6.5 of the RFQ.

We will meet the County's WBE, MBE and VBE goals.

We enjoy working with Jackson County staff and would be honored to be your on-call consultant for trail planning and design. Please contact me to address any questions

Sincerely,

John Zimmermann, PE, ENV SP
 Senior Transportation Consultant/Vice President
 816-329-8631
 jwzimmermann@transystems.com