

A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

This document constitutes a Request for Proposals (“RFP”) for a Professional Service Contract from qualified individuals and organizations (the “Consultant”) to furnish those services as described herein for the Port Authority of Kansas City (“Port KC”).

I. PROJECT DESCRIPTION

This contract is to provide Independent Cost Estimator Services in conjunction with the Missouri River Phase 1 Roadway Access Progressive Design-Build Contract (the “MRT PDB”) between Port KC and PDB team led by Clarkson Construction Company (“CCC”) which will include surface road improvements/extension of New Century Avenue and construction a new bridge over the Blue River in Kansas City, Jackson County, Missouri.

This RFP is an invitation by Port KC for Consultants to submit an offer, which may be subject to subsequent discussions and negotiations. It is not a request for a competitive bid. By submitting a proposal (“Proposal”), Consultants do not obtain any right in or expectation to a contract with Port KC or a vested interest or a property right in a contract with Port KC, regardless of the amount of time, effort and expense expended. Each Consultant shall be solely responsible and liable for any and all costs incurred by such Consultant.

II. SCOPE OF WORK

The selected Consultant will provide Port KC with additional support in developing Production Based Estimates for the MRT PDB.

The scope of work for this agreement will include:

- Provide Opinions of Probable Construction Cost (OPCC) independent analysis of cost and schedule impacts for projects.
- Provide independent cost estimates using production based estimating methodology and heavy civil estimating software at milestones during design phase (likely 30%, 60%, 90%) for each alternative delivery contract.
- Attend reconciliation meetings between Port KC and CCC (the “Project Team”) at pricing milestones and after bid / price proposal submittal as needed for each phase under the MRT PDB.
- Provide feedback on risk management, including, but not limited to: identification, assessment, cost quantification, and assignment of the probability of occurrence.
- Provide assistance to the Project Team with respect to determining cost impacts of the following items, but not limited to: rail issues, electrical power line relocation, project phasing, labor availability, mobilization and site access, sequence of design and construction, and availability and procurement of equipment and materials.
- Attend and participate in various meetings at each pricing milestone, including but not limited to: design workshops, task force meetings, risk workshops, quantity reconciliation meetings, price reconciliation meetings during the preconstruction phase.
- Attend and participate in regular estimate coordination meetings with CCC’s estimating team during the preconstruction phase to discuss and coordinate various aspects of the cost estimating model.
- Provide schedule, risk and cost analysis for change orders.
- Attend other project meetings as assigned by Port KC’s project manager.

III. RESPONSE QUALIFICATIONS

To respond to this RFP, the Consultant should also have the following qualifications:

- Ten (10) years of experience with contractor-style, production-based estimating, along with a knowledge of construction means, methods, and equipment used in heavy civil and transportation projects.
- Experience with identifying, assessing, and pricing risk.
- Experience working on CM/GC and/or Progressive Design-Build projects and an understanding of the delivery methods, including the roles and responsibilities of the various parties involved in the contractual relationship to deliver these type of projects
- Experience working with owners, designers, and contractors, serving as an Independent Cost Estimator
- Experience estimating projects with Disadvantaged Business Enterprise (DBE) goals
- Experience developing construction schedules for large, complex transportation projects

IV. PROCUREMENT SCHEDULE

- Advertisement Date: October 25, 2024
- Deadline for Questions November 12, 2024 by 5:00 PM (CST)
- Proposal Due Date: November 15, 2024 by 3:00 PM (CST)
- Notice of Selection for Interview November 22, 2024
- Interviews: December 6, 2024
- Final Selection: December 13, 2024

Notwithstanding anything herein to the contrary, Port KC reserves the right to change or extend any and all dates including the Proposal Due Date for any reason and at any time, including after the Proposal Due Date shall have expired.

V. INTERVIEW

Port KC will identify a shortlist of Consultants who submit a responsive Proposal to participate in a virtual interview. All responding Consultants should be prepared to give a short presentation and respond to questions. The interview will last no more than 30 minutes. Each Consultant will be allowed no more than 20 minutes for a presentation followed by a question-and-answer session, which should take no longer than 10 minutes.

The presentation shall not be used to fill in missing or incomplete information in the written Proposal. Port KC will ask the Consultants specific questions relative to their Proposal. The interview will not be scored separately.

The interview is used solely for Port KC to seek clarification of the Consultant's Proposal. Consultants will be permitted to ask questions of Port KC.

Each firm shall be required to bring the Consultant's Project Manager and may bring up to four other individuals.

VI. PROJECT SCHEDULE

The Project Schedule shall be determined by the Project Team pursuant to the MRT PDB.

VII. EVALUATION FACTORS

Consultants will be evaluated by the selection committee based on the following, weighted factors:

1. Relative experience of consultant personnel assigned to project team as an Independent Cost Estimator for CM/GC and/or Progressive Design-Build projects for federal, local or other state governmental agencies. (20 Points)
2. Relative experience of consultant personnel assigned to project team with Scheduling Analysis on complex alternative delivery transportation infrastructure projects. (20 Points)
3. Past record of performance on projects similar in type and complexity. (20 Points)
4. Available team workload capacity to comply with project schedule. (15 Points)
5. Project approach and proposed procedures to accomplish the services for the project. (15 Points)
6. Knowledge of the locality and familiarity of the general geographic area. (10 Points)

The selection committee, in reviewing and weighing Proposals, and Port KC, in negotiating the terms of any contract, may do any or all of the following:

- Discuss and negotiate anything and everything with any Consultant at any time;
- Request additional information from any Consultant;
- Request a Consultant submit a new Proposal;
- Request one or more best and final Proposals;
- Accept and reject any Proposal in whole or in part;
- Require a Consultant to make modifications to their Proposal;
- Reject all Proposals.
- Expand or decrease the scope of services.

VIII. RESPONSE SUBMISSION

Responding Consultants shall submit an electronic copy of their Proposal, which shall not exceed 15 pages, to info@portkc.com by November 15, 2024, by 3:00 PM (CST). Proposals must include "RFP for Independent Cost Estimator – New Century PDB," or something substantially similar, in the subject line to be considered responsive. Any Proposal received by Port KC after that date and time may not be considered. It is the responding Consultant's responsibility to ensure timely receipt by Port KC at the location designated herein.

By submitting a Proposal, the Consultant agrees that the Proposal shall constitute a firm irrevocable offer to Port KC that may not be withdrawn or modified without Port KC's approval for one hundred eighty (180) days after the Proposal Due Date. The Consultant agrees that even if Port KC negotiates or makes a counter-offer in response to the Consultant's Proposal, Port KC shall have the unconditional right to accept the Consultant's Proposal.

Any general questions, requests for clarification or notices of ambiguities, conflicts, mistakes, errors or discrepancies in this RFP must be submitted to info@portkc.com before November 12, 2024, at 5:00 PM (CST). Such questions will then be routed to the appropriate Port KC staff member (s) and/or Project Partners without further action by the inquirer. Failure to follow this procedure may result in a disqualification.

IX. RESERVATION OF RIGHTS IN SELECTION PROCESS

Port KC, in its sole discretion, may waive or modify everything or anything contained in this RFP at any time including after the Proposal Due Date. If Port KC modifies the RFP after the Proposal Due Date, Port KC may, in its sole discretion, solicit new Proposals in an amended RFP from anyone or everyone, regardless whether a Consultant submitted a Proposal in response to the original RFP.

Port KC reserves the right to waive informalities or irregularities in Proposals, to accept or reject any or all Proposals, to cancel this RFP in part or in its entirety, and to re-solicit Proposals if it is in the best interest of Port KC as determined by Port KC in its sole discretion.