



April 18, 2013

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EXECUTIVE DIRECTOR

Kimberly M. Cella

GENERAL COUNSEL

Lawrence Katzenstein
Thompson Coburn LLP

Dear Consultant:

Citizens for Modern Transit is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached list. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no more than 4 pages. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to each project, the backgrounds of those individuals, and other projects your company has recently completed or are now active. It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) and be submitted with your firm's Letter of Interest, or be on file with with **Citizens for Modern Transit**. The statement of qualification is not included in the total page count limit.

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.

It is required that your firm be prequalified with MoDOT and listed in [MoDOT's Approved Consultant Prequalification List](#), or your firm will be considered non-responsive.

We request all letters be received by 4 pm, Friday, May 24, 2013 (05/24/2013) at **CMT, 911 Washington, Ste. 200, St. Louis, MO 63101**. Any proposals received after time/date listed will be returned unopened.

Sincerely,

A handwritten signature in black ink, appearing to read "Kimberly M. Cella", written over a horizontal line.

Kimberly M. Cella
Executive Director

Attachment

<i>City/County St. Louis City/St. Louis County, Route Metro Central Corridor Transit Access Study</i>	
Federal Aid No.:	CMAQ-5401(710).
Location:	Central Corridor, St. Louis City/St. Louis County
Proposed Improvement:	The Services requested shall provide a feasibility study (the "Study") and conceptual cost estimates for modifying the transportation amenities in the Central Corridor. These modifications will involve multi-disciplinary resources and provide an analysis of several operating scenarios taking into account existing ridership figures, ridership projections, population and employment growth, capital and operating costs, and impacts on system travel time and customer experience.
Length:	N/A
Approximate Construction Cost:	N/A
DBE Goal Determination	10%
Consultant Services Required:	See attached
Other Comments:	
Contact:	Kimberly Cella, Citizens for Modern Transit, 911 Washington, Ste. 200, St. Louis, MO 63101 kcella@cmt-stl.org
Deadline:	4 p.m./ May 24, 2013 (05/24/2013)
Submit	
<ul style="list-style-type: none"> Letter of interest should not exceed 4 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>6</u> copies of the letter interest should be received at the address and by the time specified. 	

Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection. Additional criteria can be added with the approval of Central Office Design

Criteria for Evaluating Consultants

- 1. General Experience of Firm (15 points)** - Evaluate the consulting firm for experience on similar and related types of work it has performed. The maximum value of 15 points is for many years of established practice in the proposed type of work and related studies. A value of 10 points may be assigned for above-average experience, while 5 points may be given for experience adequate to perform the contract. The points for a firm with little operating experience in the selected field may be reduced further.
- 2. Past Performance (35 points)** - Rate the consulting firm on their past performance on similar projects for Metro, CMT, MoDOT, cities, counties, MPO's and others. References given should be checked. The firms past performance with practical design should also be considered when appropriate for the type of project being considered. (35=excellent, 30=above average, 20-25=average, 15=below

average, 10=poor, 0= inadequate or no similar experience.) Firms should not be scored low solely on the basis of no previous Metro/CMT work.

3. **Qualifications of Personnel (25 points)** - Rate the qualifications of employees designated to this specific job, assigning a maximum of 25 points for the most qualified personnel. Those rated 15 points are considered good but lack extensive experience in the particular type of service desired. A value of 10 points is assigned to firms with well-qualified personnel who have no experience in the proposed area of work. Reduce the rating for a level of personnel inadequate to handle the firm's indicated workload.

4. **Familiarity and Capability (15 points)** - Evaluate the firm's familiarity and ability to comply with the monitoring procedures and contract requirements, using a maximum of 15 points for a consultant that previously performed satisfactory work for Metro and/or CMT. Firms that have performed similar type work only for other governmental agencies are assigned a maximum of 10 points.

5. **Accessibility (10 points)** - Priority is given to firms with a previously established record of responsiveness to their clients' needs and a familiarity with the area in which the project is located. A value of 10 points should be allocated to such firms, with lesser values given to firms not satisfying these requirements.

Fig 136.4.7
2012

January

Metro Central Corridor Transit Access Study

1. Project Background and Summary

St. Louis' already thriving Central Corridor is expected to experience significant growth over the next twenty plus years. The Central Corridor is presently the Bi-State Development Agency's (dba Metro), transit system's largest market and is served by MetroBus, MetroLink and Metro Call-A-Ride. In response to public and private interests in accommodating growing transit demand, and further spurring development, Metro is exploring strategies for expanding transit access in this corridor.

Cortex and its public and private partners are pursuing the intensive development of a life sciences district surrounding the existing Cortex site, between the Central West End and Grand MetroLink Stations. Metro has participated in this ongoing discussion, providing suggestions and requirements for serving such a development with MetroLink and MetroBus service. Recent momentum surrounding this development, coupled with related regional planning efforts, has brought this issue to the forefront of development and transit planning in the City of St. Louis. Citizens for Modern Transit is issuing this Request for Proposal for a feasibility study and conceptual cost estimates for transit modifications to the Central Corridor. It is intended that this body of work will provide critical information that will assist Metro, the City of St. Louis and their partners in determining whether the options described herein should be pursued.

2. Objective

The Services requested shall provide a feasibility study (the "Study") and conceptual cost estimates for modifying the transportation amenities in the Central Corridor. These modifications will involve multi-disciplinary resources and provide an analysis of several operating scenarios taking into account existing ridership figures, ridership projections, population and employment growth, capital and operating costs, and impacts on system travel time and customer experience.

3. Purpose

The Purpose of this work is to prepare documentation to support the modification of the identified transportation amenities, as outlined in the different scenarios provided below.

4. Scope

Options under consideration which must be explored in each task, except where noted, include:

1. Addition of Cortex MetroLink Station along the MetroLink alignment between Boyle and Sarah. It is assumed that this station would serve the Cortex development and surrounding communities, and that the Central West End and Grand MetroLink Stations would remain operational. Design options should be provided with access at both the east and west ends of the platform and at Boyle only. This station should have excellent bike and pedestrian access, limited parking, and the *potential* for the subsequent addition of a Transit Center (Option 2).
2. Relocation of CWE Transit Center to Cortex. This option should be assumed to be completed subsequent to Option 1. The Transit Center should be placed within close proximity, preferably within one block of a Cortex MetroLink Station, preferably adjacent to the station, and should provide bus and pedestrian access from the north and south.
3. Extension of the existing CWE MetroLink Station platform and addition of a second CWE Station platform. This option is assumed to be independent of other options and would be designed to handle high passenger volumes at the CWE Station.
4. Recirculation of bus routes around and through Cortex and BJC, assuming construction of Option 2.
5. No system change

Task 1: Project Management

The consultant team should prepare a detailed plan for conducting the Study, including identification of anticipated steps, processes, and timelines required for completing each task. As the Study proceeds, the consultant team will inform the project manager of any additional tasks that may need to be added, or tasks that should be revised to address unforeseen issues or opportunities. At a minimum, the project management and coordination plan should include:

- A project schedule for each task and corresponding deliverables
- List of project participants and key partners (and their roles) who will be participating in the project
- Schedule for bi-monthly meetings with the steering committee

- Schedule for monthly meetings with a technical committee
- Schedule for bi-weekly meetings with project manager

Deliverables:

- Project management and coordination plan
- Monthly progress and budget updates
- Agenda and minutes from bi-monthly steering committee meetings
- Agenda and minutes from monthly technical committee meetings
- Agenda and minutes from bi-weekly meetings with Project manager

Task 2: Ridership Projections

To help determine the cost effectiveness of a new Cortex MetroLink Station and the impact on boardings at other stations, ridership (average weekday boardings) must be modeled for the above scenarios (at opening year, 10 and 20 years post-opening), with the exception of the extension/addition of a Central West End MetroLink platform. For the scenario involving the addition of a Cortex MetroLink Station, provide a map defining the marketsheds for the Cortex, CWE and Grand MetroLink Stations. Subsequently, ridership should be projected for the all three stations to capture the impact on total system ridership (i.e., shifts in ridership distribution, net new riders).

Ridership projections should be calibrated based on existing and historical MetroLink ridership data and should be verified by East-West Gateway Council of Governments and deemed to be consistent with outputs of the regional travel demand model.

Some of the scenarios under consideration would require degradation in MetroLink travel speeds and/or redesign of MetroBus routes, to varying degrees. Impact on MetroLink travel speeds is available from Metro. These changes would result in travel time impacts across the Metro system. Ridership projections should take into account the degree of impact.

Deliverables:

- Addition of Cortex MetroLink Station
 - Projected MetroLink boardings for Cortex, Central West End and Grand MetroLink Stations at opening year, 10 years and 20 years
- Relocation of CWE Transit Center to Cortex

- Projected MetroLink boardings for Cortex MetroLink Station at opening year, 10 years and 20 years
- Projected MetroBus boardings for Transit Center at opening year and 20 years
- No system change
 - Projected MetroLink boardings for Central West End and Grand MetroLink Stations at opening year, 10 years and 20-years.
 - Projected MetroBus boardings for Central West End Transit Center at opening year and 20 years.

Task 3: Model of Projected Population and Employment Growth

Projected land use and associated population and employment figures should be summarized for the entire ½ mile radius of the proposed Cortex MetroLink station location. This data should draw from Cortex’s existing development plans, as well as a study conducted by the St. Louis Development Corporation in 2012. This data will serve as the basis for transit boarding projections.

At a minimum, deliverables should be provided at the 5, 10, and 20-year horizons, and should summarize:

- Land uses, building types, and economic activities
- Estimated population densities and dwelling unit densities
- Proposed site plans for any developments directly linked to a MetroLink Station
- Number of new businesses and jobs created, by sector and job type
- Number and type of dwelling units created
- Type and value of associated public-sector improvements
- Total value of the development
- Projected creation of or increase in property and sales tax revenue

Task 4: Capital Costs

The Work includes the completion of a conceptual design and cost estimate for each scenario, a summary of the required enhancements, and the identification of required major infrastructure as well as public connectivity improvements. Briefly, the scenarios to be evaluated include:

1. Addition of a MetroLink Station

Develop a conceptual design and cost estimate of the major infrastructure elements associated with the addition of a MetroLink Station within the Cortex District. The tentative location of the station is between Sarah and Boyle Avenue, and shall utilize

side platforms, including one option that offers access to Sarah and Boyle and one option that offers access only to Boyle. Station shall comply with Metro's current standards and criteria. Enhancements should include all construction elements of the actual station, as well as adjacent roadway improvements, platform heaters, fare vending capabilities, signage, and system interface requirements (LED/PAT message boards, vehicular and MetroLink signal modifications and communications requirements). Also include a preliminary construction schedule for these elements and address any property acquisitions that may be necessary.

2. Relocation of the Central West End Transit Center

Develop a conceptual cost estimate and design of the major infrastructure elements associated with the relocation of the MetroBus Transit Center from Taylor Avenue to the Cortex District. The tentative location of the Transit Center is west of Boyle Avenue, just south of the MetroLink tracks. The new transit center shall accommodate current and future service requirements and comply with all Metro's current standards and criteria. Enhancements should include all construction elements of the actual transit center, as well as adjacent roadway improvements, a climate controlled waiting area capable of supporting AVL technology, tenant space, restrooms, signage, and system interface requirements. Also include a preliminary construction schedule for these elements and address any property acquisitions that may be necessary.

3. Addition of a Second CWE Platform and Extension of the Existing Platform

Develop a conceptual cost estimate and design of the major infrastructure elements associated with the addition of a side platform south of the CWE MetroLink Station, and extending the existing center platform to the east. The new side platform would be accessed from the west via an elevated stairwell and accessed from the east via a new pedestrian grade crossing, which would tie into the new center platform extension. The modifications would comply with all Metro's current standards and criteria, and be ADA compliant. Enhancements should include all construction elements of the actual station, as well as platform heaters, signage, system interface requirements and maintenance access. Consideration should be given to existing easements and utility relocations, including overhead catenary structures. Also include a preliminary construction schedule for these elements and address any property acquisitions that may be necessary.

Deliverables:

- Addition of a MetroLink Station
 - Conceptual design for major elements of proposed station (as described above)
 - Capital cost estimate for major elements of proposed station
 - Preliminary construction schedule
 - Summary of necessary property acquisition

- Relocation of the Central West End Transit Center
 - Conceptual design for major elements of relocated transit center (as described above)
 - Capital cost estimate for major elements of the transit center
 - Preliminary construction schedule
 - Summary of necessary property acquisitions
- Addition of a Second CWE Platform and Extension of the Existing Platform
 - Conceptual design for major elements of the platform extension and platform addition
 - Capital cost estimate for the platform extension and platform addition
 - Preliminary construction schedule
 - Summary of necessary property acquisitions

Task 5: Finance Mechanisms for Capital and Operating Costs

Any of the proposed scenarios under consideration would require funding outside of Metro's current capital and operating budget. A key task of this Study is to determine the financial viability of the proposed improvements. These finance mechanisms should seek to minimize degradation of service elsewhere in the Metro system. Operating costs will be provided by Metro and should be integrated into the final report.

Deliverables:

- An outline of mechanisms by which to finance any incurred capital costs for each scenario, focusing on non-federal sources of funds including all applicable and available tax credits, TIF financing and other options.
- An outline of mechanisms by which to finance any incurred operating costs for each scenario. Operating cost financing should address the first twenty years of operation.
- Any proposed system changes which require removing facilities financed in whole or in part with FTA funds from service prior to their obsolescence may result in returning the Federal share of the fair market value of the property to FTA, or requesting use of the federal interest in new property. A calculation of the federal share of the value of any facilities removed from service is required.

Task 6: Final Report

This study shall culminate in a final technical report which shall include the deliverables for each task. This report must be approved by the project manager prior to final acceptance. The report shall be delivered in electronic format with five (5) hard copies.

It is anticipated that this study will require six months to complete.