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REQUEST FOR
DESIGN TEAM QUALIFICATIONS

FOR

W. 8TH STREET: W. BRAUN TO SOUTH CITY LIMITS

November 2, 2026

REQUEST FOR DESIGN TEAM QUALIFICATIONS FOR THE
W. 8TH STREET:
W. BRAUN TO SOUTH CITY LIMITS PROJECT

I. INTRODUCTION

The City of Edgerton, Kansas is seeking qualifications from Design Teams for the design of the W. 8th Street: W. Braun to South City Limits Project (the "Project"). The Project consists of approximately 1,300 linear feet of improvements along W. 8th Street from West Braun Street to the South City Limits, including reconstruction of the roadway and the Dwyer Farms Waterline Improvements along the same corridor. The City will procure, design, and deliver this work as a single project under one design contract.

II. SCOPE OF REQUEST

The Project will replace the existing gravel roadway with upgraded pavement, enclosed stormwater drainage, and a multi-use path consistent with the Edgerton Trails Master Plan, and will install an upgraded water main along the corridor to support the City's water distribution system. All roadway, drainage, trail, and waterline elements will be designed as one integrated set of construction documents by a single Design Team.

The City plans to select a qualified Design Team to define scope, develop design documents, technical specifications, project manual, and estimate costs. Following the completion of project design, the City expects to open a request for bids for construction of the completed design from qualified contractors, and the Design Team will serve as the lead for conducting the bid phase of the Project. During construction, the City will perform construction inspection with its own staff; the Design Team will provide engineering support services, such as review of shop drawings and submittals, responses to requests for information (RFIs), review of change orders, attendance at key construction meetings, and preparation of record drawings.

III. PROJECT GOALS

The City of Edgerton, Kansas intends to procure a Design Team to design the Project with an emphasis on the following goals:

- To provide high-quality infrastructure for residents of Edgerton, Kansas.
- To ensure that residents and businesses of Edgerton, Kansas have minimal interruptions to service.
- To use sound engineering and construction principles to evaluate innovative approaches and cost saving measures to optimize the available resources.
- To use expertise of the Design Team to achieve schedule efficiencies to complete design of the Project to allow construction to be completed in 2028.
- To use value engineering practices to ensure that design scope tasks provide essential function to the project and consider reasonable opportunities for cost reductions for all phases of the project.

IV. SUBMITTAL OF DESIGN PROPOSAL AND QUALIFICATIONS

a. Qualifications/Project Experience:

i. The Design Team shall demonstrate their capabilities and competence in providing design services for municipal street reconstruction and water distribution infrastructure. The team shall demonstrate their capabilities both in their respective fields but also as a team. Include a summary of similar projects for the last seven (7) years, including at least two street reconstruction projects with a construction value of $1,000,000 or greater, and at least two municipal water main design projects. Each summary shall describe unique contributions by the Design Team including, but not limited to: design and construction expertise, evaluation of different construction methods or approaches, schedule efficiency and cost savings. Highlight participation by key staff that will be assigned to this Project. Each project description shall contain at a minimum the following information:

1. Project and Owner's name;
2. Contact Information (including phone number);
3. Description of Project;
4. Schedule and Completion History;
5. Innovative Approach(es);
6. Cost Saving Measures Implemented;
7. Preliminary and Final Project Costs;
8. Change Order History; and
9. Litigation Experience in Project.

ii. The Design Team shall include a registered Professional Engineer licensed in the State of Kansas that is familiar with both Johnson County and City of Edgerton, Kansas specifications and regulations. The Design Team shall demonstrate experience with the CARS program or other Kansas state-aid/federal-aid transportation projects, as well as experience with KDHE drinking water construction permits. Proposals shall include any experience your firm has with necessary permitting, schedule negotiation, and compliance with industry requirements.

iii. The Design Team shall include a registered Land Surveyor licensed in the State of Kansas for surveying services including but not limited to:

1. Document preparation necessary for acquisition of easements and/or right of way;
2. Field Surveys; and
3. Horizontal and Vertical Control.

iv. The Design Team shall be authorized to work in the State of Kansas and the City of Edgerton, Kansas.

b. Project Approach:

The Design Team shall demonstrate a comprehensive understanding of design contracting and present a summary of the Design Team's approach to accomplishing the work under a Design contract. Include a description of your ability to meet a design schedule to allow for construction to be completed in 2028, a description of your strategy for integrating the roadway, stormwater, multi-use path, and waterline elements of the Project into a single design package, and a description of the largest hurdles that you believe the Design Team will have to overcome on the Project and how you intend to proactively address these challenges and meet the listed project goals in Section III.

c. Key Project Staff:

Provide a detailed resume for all key project staff members. Include a description of their roles based on your current understanding of the project scope. Explain the role of the firm's ownership in the project organization.

d. Possible Subcontractors:

Based on your understanding of the work, provide a list of possible subcontractors (i.e. surveying, geotechnical, etc.). Describe projects that the Design Team and subcontractors have performed in concert. Provide references for similar work in which these subcontractors have worked for your company.

e. Insurance Reference:

Provide the name, address and phone number of the Design Team's insurance agent(s). Provide a certificate of insurance outlining coverage and policy limits. The Design Team shall maintain, at minimum, the following coverage throughout the duration of the Project: Commercial General Liability of $1,000,000 per occurrence / $2,000,000 aggregate; Professional Liability (Errors & Omissions) of $1,000,000 per occurrence; Workers Compensation as required by Kansas law; and Automobile Liability of $1,000,000 combined single limit. The City and Engineer must be listed as an additional insured. Can this coverage be extended for work on this Project? Can coverage be increased? Are there any current claims that will affect coverage limits available to the City for this Project?

f. Special Conditions:

All responses to this Request for Qualifications submitted by Design Team shall be deemed public documents at the time opened by the City of Edgerton, Kansas and are subject to the Kansas Open Records Act (KORA). The Request for Qualifications is intended to be worded in a manner so as not to elicit proprietary information. If proprietary information is submitted as part of the response, such information shall be labeled proprietary and be

accompanied with a request that the information is to be returned by the City of Edgerton, Kansas to the respondent. Any proposal that is submitted with a blanket statement or limitation that would prohibit or limit such public inspection shall be considered non-responsive and shall be rejected.

V. METHOD OF SOLICITATION

a. Advance notice sent via email to Grow level Investors and above in ElevateEdgerton! on Monday, November 2, 2026.

b. A notice will be posted on the City's website beginning Monday, November 9, 2026, for the duration of the solicitation period.

c. The Request for Qualifications will be sent via e-mail to select firms on Monday, November 9, 2026.

d. A notice will be published in the Johnson County Post, the City's official newspaper of record, the week of November 9, 2026.

VI. SUBMISSION REQUIREMENTS

a. Submit a digital submission of the response to the City of Edgerton, Kansas prior to **2:00 p.m. (Central Time) on Wednesday, December 16, 2026**. Completed Statements of Qualifications shall be a single PDF file and clearly marked "Statement of Qualifications for RFQ W. 8th Street: W. Braun to South City Limits," and emailed to **rmontgomery@edgertonks.org**. Emails received prior to submission deadline will be acknowledged by emailed receipt. Emails received after 2:00 p.m. on December 16, 2026 will not be acknowledged.

b. Responses should be limited to 12 pages excluding resumes and project data sheets.

c. Responses received after the above date and time will be considered late and will not be accepted.

d. Any and all costs associated with the preparation of the Statement of Qualifications shall be borne by the Design Team.

e. Any addendum to this Request for Qualifications will be issued in writing and posted on the City's website at www.edgerton-ks.gov/bids. It is the responsibility of the Design Team to monitor the City's website for any addenda issued during the solicitation period. No addenda will be issued after Friday, December 11, 2026, five (5) days prior to the submission deadline.

f. Price or fee proposals shall not be submitted with the Statement of Qualifications. This solicitation is conducted under Qualifications-Based Selection (QBS) in

accordance with Kansas statutes governing the procurement of professional engineering services; firms will be ranked based on qualifications, and contract negotiations will be conducted with the top-ranked firm.

g. Questions during the RFQ period should be directed to:

City of Edgerton, Kansas
Rhoderic Montgomery, CIP Project Manager
404 East Nelson Street
Edgerton, KS 66021
Phone: (913) 424-3621
rmontgomery@edgertonks.org

VII. DESIRED SCHEDULE

The desired procurement schedule to select a Design Team for the W. 8th Street: W. Braun to South City Limits Project is listed below. Dates following the submission deadline are tentative and may be adjusted at the City's discretion.

November 2, 2026	Advance Notice to ElevateEdgerton! Investors (Growth level and above)
November 9, 2026	RFQ Issued to Public (website, e-mail to firms, Johnson County Post)
December 2, 2026	Questions Deadline (5:00 p.m. Central Time)
December 16, 2026	SOQ Submission Deadline (2:00 p.m. Central Time)
January 4–8, 2027	Evaluation and Shortlisting
January 25–27, 2027	Shortlist Interviews (if conducted)
January 29, 2027	Final Firm Ranking / Selection
February 1–19, 2027	Fee Negotiation and Contract Execution
February 26, 2027	Notice to Proceed

VIII. SELECTION PROCESS

a. Evaluation Process:

i. A Selection Committee comprised of City staff, City Engineer, and other appropriate personnel will evaluate the responses. The Selection Committee will review the Statements of Qualifications and short-list those teams selected for an interview.

ii. Evaluation of Design teams will be based on a combination of Qualification Statements, references, and potential interviews to select the most qualified Design Team.

b. The City of Edgerton, Kansas reserves the right to reject any and all Statements of Qualifications, to waive minor defects or technicalities, or to solicit new Statements of Qualifications for the same project or a modified project that may include portions of the originally proposed project as the City of Edgerton, Kansas may deem necessary.

c. It is of utmost importance that the requested information be submitted with your Statement of Qualifications. Failure to submit any of the required information may result in your firm being disqualified from the Selection Process.

d. The contract between the City and the selected Design Team shall not be considered accepted, approved or otherwise effective until the legally required approvals and certifications have been given.

e. It is the City's intent to execute an agreement with a Design Team for all phases of design, bidding support, and engineering support during construction for the W. 8th Street: W. Braun to South City Limits Project.

f. The City shall not be liable for any costs associated with design-related activities on this Project that have occurred prior to the issuance by the City of a Notice to Proceed. The Design Team shall proceed at their own risk and expense should any design-related activities commence prior to the issuance of the Project Notice to Proceed by the City.

g. No Limitation of Liability: The Governing Body of the City of Edgerton, Kansas will not consider acceptance of contracts from Consultants which include a limitation of liability to the amount paid by the City under the contract, or similar language. Coverage, policy limits and the limits of any liability of the Consultant will be determined by the certificate provided in Section IV(e) above.