Clay County, Missouri

Operations
16616 NE 116th Street
Kearney, Missouri 64060

REQUEST FOR PROPOSAL
ENGINEERING CONSTRUCTION SERVICES

NE 172nd STREET (No. 0680003) REPLACEMENT
FEDERAL PROJECT NO. BRO-B024(25)

Clay County, Missouri is requesting the services of a consulting engineering firm to perform the described professional services for the bridge replacement project referenced above and as further defined in the attached list. If your firm would like to be considered for these consulting services, you may submit your Letter of Interest and a Statement of Qualifications (SOQ) to the Clay County Highway Department. Letters should be limited to no more than 5 pages. The letter should include the following information:

- Brief Outline of firm
- Individuals within the firm who are anticipated to be assigned to the project and their background (resumes do not count towards 5 page limit)
- Other service providers who are anticipated to be utilized as part of your team
- Other similar projects of this nature your firm has recently completed or are currently doing
- Why your firm is best suited to accomplish the work for this project in Clay County

A current Statement of Qualifications for your firm should be submitted with your Letter of Interest. The County plans to make their selection from the submitted proposals.

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.

Please contact Darin Sanders at 816-407-3300 with questions regarding this request.

All proposals shall be received by 1:00pm local time on Monday, December 5, 2016 at the following location:

Clay County Highway Department
Attn: Administrator
16616 NE 116th Street
Kearney, MO 64060

Sincerely,

Dean Brookshier
Highway Administrator/County Administrator

Darin Sanders, PE, CFM
Transportation Manager

Attachment

Clay County, NE 172nd Street Bridge over Carroll Creek	
Federal Aid No.:	**BRO-B024(25) / TIP #524002**
Location:	NE 172nd Street, northeast of Kearney, MO Bridge No. 0680003
Proposed Improvement:	Bridge Replacement
Length:	90'-0"
Approximate Construction Cost:	$375,000
DBE Goal Determination	0.00 %
Consultant Services Required:	Includes, but not limited to the following: Construction Engineering - Work with contractor on behalf of the County, assist with preconstruction conference, perform periodic site inspections, prepare change orders, inspect construction materials, check shop drawings submitted by the contractor, conduct construction test and inspection, be present during critical operations, work with the County to do full time inspections and reporting and participate in final inspection. *Please review Attachment A for a detailed scope of services.*
Other Comments:	Selection results will be announced after January 1, 2017
Contact:	Name: Darin Sanders, P.E. Address: 16616 NE 116th Street, Kearney, MO 64060 Phone: 816-407-3300 E-mail: dsanders@claycountymo.gov
Deadline:	1:00pm, Monday, December 5, 2016

Submit

- Letter of interest should not exceed five (5) pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Three (3) copies of the letter interest should be received at the address and by the time specified.

ATTACHMENT A

The Scope of Services for the project is expected to include, but is not limited to, the following;

A. **Construction Phase** – The Engineer will serve as the County's representative for administering the terms of the construction contract between the County and their Contractor. Engineer will endeavor to protect the County against defects and deficiencies in workmanship and materials in work by the Contractor. However, the furnishing of such project representation will not make the Engineer responsible for the construction methods and procedures used by the Contractor or for the Contractor's failure to perform work in accordance with the contract documents.

The Engineer's services will include more specifically:

1. Assist the County with a preconstruction conference to discuss the project details with the Contractor;
2. Make periodic site visits to observe the Contractor's progress and quality of work, and to determine if the work conforms to the contract documents. It is contemplated that survey staking and layout will be accomplished by the Contractor's forces. The Engineer will accompany MoDOT and FWHA representatives on visits of the project site as requested;
3. Check shop drawings and review schedules and drawings submitted by the Contractor;
4. Reject work not conforming to the project documents;
5. Prepare change orders for issuance by the County as necessary and assure that the proper approvals are made prior to work being performed;
6. Review wage rates, postings, equal employment opportunity and other related items called for in the contract documents;
7. Inspect materials, review material certifications furnished by the Contractor, sample concrete and other materials as required, and arrange for laboratory testing of samples by others on a subcontract basis. Independent assurance samples and tests will be performed by MoDOT personnel and such sampling and testing is excluded from the work performed by the Engineer under this contract;
8. Maintain progress diary and other project records, measure and document quantities, and prepare monthly estimates for payments due the Contractor;
9. Be present during critical construction operations, including but not limited to the following:
    a. Structure layout;
    b. Excavation and backfilling;

c. Driving of piles;
d. Checking of reinforcing steel prior to concrete placement;
e. Concrete batching and pouring;
f. Placement of girders;
g. Placement of surfacing materials; and

10. Participate in final inspection, provide the County with project documentation (diaries, test results, certifications, etc.), and provide as-built plans for the County's records.

Each proposal received will be scored by the use of the attached rubric for the purpose of ranking/rating each firm. Scores will be viewed objectively on criteria and level of effort, and subjectively on experience and the design approach to help the County determine who has submitted the most responsive proposal.

End of Request for Proposal

Criteria for Evaluating Consultants

Point Range Legend

30 – 21 = excellent 20 – 11 = adequate 10 – 1 = fair 0 = inadequate

Experience & Technical Competence

Rate the qualifications of employees designated to this specific job, for example, assigning between 30 and 21 points for the most qualified personnel. Those rated between 20 and 11 points are considered good but lack extensive experience in the particular type of service desired. A value of 10 or less points is assigned to firms with well-qualified personnel who have no experience in the proposed area of work.

Capacity & Capability

Evaluate the consulting firm for experience on similar and related types of work it has performed. For example, assigning between 30 and 21points is for many years of established practice in the proposed type of work and related studies. A value of between 20 and 11 points may be assigned for above average experience, while 10 or less 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. Reduce the rating for a level of personnel inadequate to handle the firm's indicated workload.

Past Record of Performance

Rate the adequacy of firms that have previously performed work under contract in related fields, assigning a maximum and reducing the points for less experience.

Consultant Selection Rating

County: **Route:**

Project: **Date:**

Consultant	Experience & Technical Competence (Max. points)	Capacity & Capability (Max. points)	Past Record of Performance (Max. points)	Total 100

Raters: