Clay County, Missouri

Operations

16616 NE 116th Street
Kearney, Missouri 64060

REQUEST FOR QUALIFICATIONS(RFQ) #11-17
ENGINEERING DESIGN AND CONSTRUCTION SERVICES

NE 188th STREET (No. 0620008) REPLACEMENT
FEDERAL PROJECT NO. BRO-B024(26)

Clay County, Missouri is requesting the services of a consulting engineering firm to perform the described professional services in 2017-2018 for the NE 188th Street Bridge over New Hope Creek (No. 0620008) Replacement project as further defined in the attached list. If your firm would like to be considered for these consulting services, you may submit your proposal to Clay County Highway Department. Proposals should be limited to no more than 5 pages. The proposal should include: brief project approach, project team and experience of those individuals (resumes do not count towards 5 page limit), similar projects your firm has completed, and any other information which might help us in the selection process. The County plans to make their selection from the submitted proposals.

Clay County's basic goals for this project are as follows:

- Total bridge replacement
- Cost constrained structure
- Minimal long term maintenance
- Minimal Right-of-Way acquisition
- Construction completed in 2018

Consultants are encouraged to include additional value-added benefits into their approach for this proposal.

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's Statement of Qualification (RSMo 8.285 through 8.291) and Affidavit of Compliance with the federal work authorization program along with a copy of your firm's E-Verify Memorandum of Understanding (15CSR 60-15.020) be submitted with your Letter of Interest.

All proposals shall be received by 1:00pm local time on Tuesday, February 28, 2017 at the following location:

Clay County Highway Department
Attn: Administrator
16616 NE 116th Street
Kearney, MO 6460

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

Sincerely,

Dean Brookshier
Highway Administrator/County Administrator

Darin Sanders, PE, CFM
Transportation Manager

Michael Benz
Assistant County Administrator - Operations

Attachment

Clay County, NE 188th Street	
Federal Aid No.:	**BRO-B024(26) / TIP # PENDING**
Location:	NE 188th Street, N of Kearney, MO Bridge No. 0620008
Proposed Improvement:	Bridge Replacement
Length:	86 ft.
Approximate Construction Cost:	$877,000.00
DBE Goal Determination	**16** %
Consultant Services Required:	Includes, but not limited to the following: Roadway: preliminary plans, right of way plans and final PS&E. Bridge: hydraulic analysis, field surveys, geotechnical investigation, and preliminary/final design of the new County bridge. Please review Attachment A for a detailed scope of services.
Other Comments:	Selection results will be announced after March 13, 2017
Contact:	Name: Darin Sanders, P.E. CFM Address: 16616 NE 116th Street, Kearney, MO 64060 Phone: 816-407-3300 E-mail: dsanders@claycountymo.gov
Deadline:	1:00 pm, Tuesday, February 28, 2017

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. Design Phase – The Engineer will:

1. Determine the County's goals and needs for the project;
2. Conduct topographic, property and utility surveys sufficient to develop plans for the project;
3. Arrange for subsurface investigations if needed;
4. Conduct hydraulic studies, prepare alternative designs and cost estimates, develop preliminary plans, and recommend to the County the best overall general design based on these studies;
5. Submit three (3) hard copies and one (1) PDF copy of the preliminary plans, estimates and studies for review by the County and Missouri Department of Transportation (MoDOT);
6. Prepare detailed construction plans, cost estimates, specifications and related documents as necessary for the purpose of soliciting bids for constructing the project. Provisions will be made in the contract documents for that portion of the work that will be performed by County forces;
7. Secure adequate property title information, determine right-of-way requirements, prepare right-of-way plans (as required), prepare legal descriptions and tract maps (as required) and assist the County in acquiring the right-of-way deeds;
8. Ensure compliance with water quality requirements by coordinating with the Missouri Department of Natural Resources and the U.S. Army Corps of Engineers and also ensure compliance with the requirements of the Federal Emergency Management Agency (FEMA);
9. Ensure compliance with historic preservation requirements through coordination with the Missouri Department of Natural Resources, and if deemed necessary, arrange to have the site examined by a qualified archeologist on a subcontract basis;
10. Hazardous Waste Inspections – Inspect project prior to bid advertisement for asbestos and lead paint. The accompanying hazardous waste reports MUST be in the bid proposal. See EPG 136.6.4.10 for further information on Hazardous Waste.
11. Assist the County in obtaining all necessary permits from all local, State and Federal permitting agencies.
12. Ensure compliance with all regulations in regards to noise abatement and air quality, if necessary; and
13. Provide the County with five (5) sets of completed plans, specifications and cost estimates for the purpose of obtaining construction authorization from the Missouri Department of Transportation. One of these sets shall be in PDF format. **These**

documents shall be prepared in accordance with MoDOT/FHWA requirements to make the bridge eligible for BRO funding.

B. Bidding Phase – The Engineer will:

1. Upon receipt of construction authorization from MoDOT, make final corrections resulting from reviews by agencies involved, and provide an adequate number of plans, specifications, and bid documents to the County;
2. Provide the County with a list of Qualified bidders and assist the County in advertising for bids;
3. Assist the County in evaluating bids and requesting concurrence in award from MoDOT;
4. Provide assistance to the County in answering contractor questions regarding the plans and prepare addenda, if needed;
5. Attend a pre-bid meeting (as required);
6. Prepare the Storm Water Pollution Prevention Plan (as required).

C. 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 Qualifications

RUBRIC SELECTION CRITERIA FOR ENGINEERING SERVICES PROPOSAL

NE 188th Street Bridge over New Hope Creek

Company: _____ **Date:**_____

Score	Assessment Scale	(15-11) Strong	(10-6) Average	(5-1) Weak
	Project Approach	Maximum value to county. Illustrations are clear and relevant	Significant value to county. Approach does not convincingly depict maximum value	Value to county nonexistent or lacks relevance and/or clarity
	Proposal Submission Requirements	Proposal does not exceed 5 pages plus resumes	--	--
	Organization of information for coherence, emphasis, & clarity	The structure of the RFP ideas is clear, logical and effective	The structure of the RFP ideas could be clearer, more logical, and more effective	The structure of the RFP ideas lacks a sense of direction or coherence, and presents illogical sequencing of ideas
	Consultant Level of Effort	Firm presents a level of effort that provides the most cost efficient use of resources	Firm presents a level of effort that provides an average use of resources	Firm presents a level of effort that exceeds a reasonable use of resources
	Schedule	Project final delivery within 60 days of contract award	Project final delivery within 90 days of contract award	Project final delivery greater than 90 days of contract award
	Experience	Resumes of staff and company experience develop maximum confidence of the firm's ability to provide a superior product	Resumes of staff and company experience depict the firm's ability to provide a quality product	Resumes of staff and/or company experience lacks ability to provide confidence in the final product
	Other	Presentation of intangible opportunities for the community and county	--	--
	TOTAL SCORE	***Notes:***		

Scoring Team: