Steven V. Stenger
County Executive

Saint Louis COUNTY
HIGHWAYS & TRAFFIC
PUBLIC WORKS

Stephanie Leon Streeter, P.E.
Acting Director

April 22, 2015

RE: Notice to Consultants
Request for Qualifications
Consulting Engineering Services **- Revised - Addendum No. 3**
Old State Road Resurfacing
Missouri Route 109 to Old State Spur
St. Louis County Project No. AR-1475
Federal Project No. STP-4902(602)
TIP No. 6343-15

St. Louis County Department of Highways and Traffic/Public Works is requesting the services of a highly qualified consulting engineering firm to perform professional services for this project. Qualifications-Based Selection (QBS), in accordance with RSMo. 8.285 through 8.291, will be used to determine the successful respondent.

General Description of Services Required:
This project involves the rehabilitation and improvement of existing infrastructure within the right-of-way of Old State Road from Missouri Route 109 to Old State Spur. Services required from the selected firm include:

- Topographic Surveys
- Property Surveys (as necessary to verify proposed improvements are in Right-of-Way)
- Section 106 Documentation and Application
- Preliminary Plans
- Final Plans
- Job Special Provisions
- Construction Estimates
- Coordination with the Missouri Department of Transportation (MoDOT)
- Pavement Borings and Design (if necessary)
- Utility Coordination (if necessary)
- Small Retaining Wall Design (if necessary)
- Geotechnical Investigation (if necessary)
- Drainage Structure Design (if necessary)
- Water Quality Design (if necessary)

The Preparation of Right-of-Way plans will not be required as St. Louis County does not acquire Right-of-Way or easements for its resurfacing projects.

Services To Be Provided By St. Louis County Staff:

- Traffic Signal Design (if necessary)
- Compilation of Bid Documents
- Compile and Submit Plans, Specifications and Estimates (P,S & E)
- Management of the Bidding Process
- Compile and Submit Concurrence in Award Request
- Contract Processing and Execution
- Compile and Submit Construction Notice to Proceed Request
- Construction Engineering
- Materials Testing

The anticipated project schedule includes accelerated consultant selection, negotiation and design phases. Firms unable to meet these deadlines should not submit a Qualifications Statement. The anticipated schedule is as follows:

Qualifications Statements Due:	May 8, 2015
Short List Announced:	May 15, 2015
Informal Interviews:	May 27, 2015 (Morning)
Selection Announced:	May 29, 2015
Scoping Meeting:	June 1, 2015 at 10:00 a.m.
Negotiation:	June 1, 2015 – June 12, 2015
Council Authorization/Contract Execution:	June 23, 2015 – August 19, 2015
Estimated Notice to Proceed Date:	September 8, 2015
Preliminary Plans Complete:	December 18, 2015
Final Plans Complete:	March 31, 2016

Please limit your Qualifications Statement to no more than five (5) pages. The submittal should include a statement describing why your firm is interested in the project. It should also include any other information which may help in the selection process, such as key project personnel, their backgrounds, and other similar projects your firm has taken from conceptual study through final design in the recent past. A description of your firm's proposed approach to the study phase of the project should also be included.

Firms may submit a copy of their company's general qualifications separately as a single additional document. There is no length limit to this document. This supplemental information is not required and is not guaranteed to be considered in the scoring process. All project specific information should be included in the five-page Qualifications Statement.

All prime consultants shall be prequalified with MoDOT. It is further required that your firm submit an 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 firm's Statement of Qualifications. These items do not count towards the five-page limit.

Qualifications Statements will be scored based on the following criteria:

- Overall Experience and Technical Competence – 40 points
- Capacity and Capability – 20 points
- Past Record of Performance – 30 points
- Accessibility of Firm & Staff – 10 points

From the qualification statements received, a short list of at least two (2) firms and no more than three (3) firms will be invited for thirty (30) minute informal interviews. The informal interviews will consist of a brief question and answer period followed by general discussion of the project. Scores from the Qualifications Statements will comprise 15% of each firm's interview score in accordance with the Department's QBS policy.

A Disadvantaged Business Enterprise (DBE) goal of 10% has been established for this project. DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at www.modot.gov, in order to be counted toward participation in any established DBE Goal. St. Louis County encourages DBE firms to submit as prime on any project for which they are qualified. Any sub-consultants needed to complete the professional services requested by St. Louis County must be listed.

If your firm would like to be considered for the consulting services, please e-mail your Qualifications Statement to Adam Spector, Project Manager III at ASpector@stlouisco.com as a PDF file. General qualifications shall also be submitted in PDF format. Any mailed or hand-delivered hard copy submittals will be discarded. All Qualifications Statements must be received by 3:00 p.m., local time, on May 8, 2015 to be considered for this project. Questions regarding this solicitation shall be submitted in writing to the project contact above. Phone inquiries will not be accepted. Failure to comply with the requirements of the RFQ may negatively impact the evaluation of the consultant's Statement of Qualifications.

An example of the Final Plans deliverable for resurfacing projects may be downloaded from:
http://www.stlouisco.com/YourGovernment/BidsandRFPs

Completed TIP Application is also available from link above.

St. Louis County, Old State Road Resurfacing	
Federal Aid No.:	STP-4902(602), TIP# 6344-15
Location:	Missouri Route 109 to Old State Spur
Proposed Improvement:	Resurfacing and ADA Improvements
Length:	1.85 miles
Approximate Construction Cost:	$762,000
DBE Goal Determination	10%
Consultant Services Required:	*This project involves the rehabilitation and improvement of existing infrastructure within the right-of-way of Old State Road from Missouri Route 109 to Old State Spur. Services required from the selected firm include:* • *Topographic and Property Surveys As Necessary* • *Section 106 Documentation and Application* • *Preliminary Plans* • *Final Plans* • *Job Special Provisions* • *Construction Estimates* • *Coordination with the MoDOT* • *Pavement Borings and Design (if necessary)* • *Small Retaining Wall Design (if necessary)* • *Geotechnical Investigation (if necessary)* • *Drainage Structure Design (if necessary)* • *Water Quality Design (if necessary)*
Other Comments:	Services To Be Provided By St. Louis County Staff: • ~~Topographic surveying~~ • Traffic Signal Design (if necessary) • Utility Coordination • Compilation of Bid Documents • Compile and Submit P,S & E • Management of the Bidding Process • Compile and Submit Concurrence in Award Request • Contract Processing and Execution • Compile and Submit Construction Notice to Proceed Request • Construction Engineering • Materials Testing
Contact:	Adam Spector, P.E. Project Manager III St. Louis County Department of Highways & Traffic ASpector@stlouisco.com All questions and submittals via e-mail. Phone inquiries not accepted.
Deadline:	May 8, 2015 at 3:00 p.m.