

September 26, 2019

RE: Notice to Consultants  
Request for Qualifications  
Consulting Engineering Services  
Heintz Road Bridge No. 513  
0.05 miles south of Baumgartner Road  
Federal Project No. STP-4900(639)  
TIP #6905B-20  
St. Louis County Project No. CR-1282

The St. Louis County Department of Transportation is requesting the services of a well-qualified consulting engineering firm to perform the described professional services for the subject project. Qualifications-Based Selection (QBS), in accordance with RSMo. 8.285 through 8.291, will be used to determine the successful respondent. Note, St. Louis County Revised Ordinance SLCRO 107.071 is not applicable to the selection process for this contract.

General Description of Services Required:

The project involves the removal and replacement of the Heintz Road Bridge No. 513 over Lemay Creek, located 0.05 miles south of Baumgartner Road. Anticipated required elements include, but are not limited to:

- Hydraulics & FEMA No-Rise Certification
- Geotechnical Analysis & Design
- Structural Analysis & Design
- Roadway Design
- Construction Phasing
- Drainage and Water Quality Design (as necessary)
- Miscellaneous Pick-Up Survey Work (as necessary)
- Right-of-Way Plans
- Preliminary Plans
- Final Plans
- Job Special Provisions
- Construction Estimates
- Coordination with the Missouri Department of Transportation (MoDOT)
- Drainage Design and MSD Permitting (if necessary)
- Utility Coordination

Services to Be Provided by St. Louis County Staff:

- Topographic Surveying
- Property Surveying
- 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 is tied to East-West Gateway reasonable progress deadlines and is outlined below. Firms unable to meet these deadlines should not submit a Qualifications Statement.

Qualifications Statements Due:	October 14, 2019
Selection Announced:	October 28, 2019
Scoping Meeting:	November 2019
Scope & Fee Proposal Due:	Within two (2) weeks of Scoping Meeting
Negotiation:	December 2019
Council Authorization/Contract Execution:	January – March 2020
Estimated Notice to Proceed Date:	April 2020
Preliminary Plans Complete:	August 2020
Right-of-Way Plans Complete:	December 2020
Final Plans Complete:	May 2021

Please limit your Qualifications Statement to no more than seven (7) pages. The submittal should include the following:

- A statement describing expressing your firm's interest in the project.
- Key project staff and their qualifications.
- DBE Utilization Plan
- Current workload and availability of key staff throughout the project.
- Project approach
- Details of other similar projects your firm has taken through final design in the recent past.  
Contact information should be provided for similar projects completed for other agencies.

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 seven-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 seven-page limit.

Qualifications Statements will be scored based on the following criteria:

- Overall Experience and Technical Competence – 30 points
  - Project Manager has appropriate qualifications and has successfully managed similar projects (10 points)
  - Technical Leads have appropriate qualifications and have successfully performed on similar projects (10 points)
  - Project Team has experience working together on similar projects (10 points)
- Capacity and Capability – 20 points
  - Statements concerning Project Team availability appear realistic (5 points)
  - Project Manager has track record of meeting project schedules (15 points)
- Past Record of Performance – 35 points
  - Prior projects presented are representative of the technical challenges of the project being solicited (15 points)
  - Prior projects include federal-aid projects for Missouri Local Public Agencies (10 points)
  - Performance on prior projects (10 points)
- Project Approach – 15 points

This project is classified as non-complex per the Department's revised QBS policy. Selection will be made based solely on the scoring of Statements of Qualification received and no interviews will be conducted.

A Disadvantaged Business Enterprise (DBE) goal of **16%** 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](http://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 Pam Thebeau, P.E., Supervisor, Project Managers at [PThebeau@stlouisco.com](mailto:PThebeau@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 2:00 p.m., local time, on October 14, 2019 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.

Additional project information can be downloaded from the St. Louis County Website at:  
[Link to RFQ and Project Information](#)

<i>St. Louis County, Heintz Road Bridge No. 513 Replacement</i>	
Federal Aid No.:	STP-4900(639), TIP# 6905B-20
Location:	Heintz Road over Mattese Creek
Proposed Improvement:	Bridge Replacement
Length:	0.10 miles
Approximate Construction Cost:	\$1,456,000
DBE Goal Determination	16%
Consultant Services Required:	<p>The project involves the removal and replacement of the Heintz Road Bridge No. 513 over Mattese Creek, located 0.05 miles south of Baumgartner Road.</p> <ul style="list-style-type: none"> <li>• Hydraulics &amp; FEMA No-Rise Certification</li> <li>• Geotechnical Analysis &amp; Design</li> <li>• Structural Analysis &amp; Design</li> <li>• Roadway Design</li> <li>• Construction Phasing</li> <li>• Drainage and Water Quality Design (as necessary)</li> <li>• Miscellaneous Pick-Up Survey Work (as necessary)</li> <li>• Right-of-Way Plans</li> <li>• Preliminary Plans</li> <li>• Final Plans</li> <li>• Job Special Provisions</li> <li>• Construction Estimates</li> <li>• Coordination with the Missouri Department of Transportation (MoDOT)</li> <li>• Drainage Design and MSD Permitting (if necessary)</li> </ul>
Other Comments:	<p><u>Services to Be Provided by St. Louis County Staff:</u></p> <ul style="list-style-type: none"> <li>• Topographic Surveying</li> <li>• Property Surveying</li> <li>• Compilation of Bid Documents</li> <li>• Compile and Submit Plans, Specifications, and Estimates (P,S, &amp; E)</li> <li>• Management of the Bidding Process</li> <li>• Compile and Submit Concurrence in Award Request</li> <li>• Contract Processing and Execution</li> <li>• Compile and Submit Construction Notice to Proceed Request</li> <li>• Construction Engineering</li> <li>• Materials Testing</li> </ul>
Contact:	<p>Pamela R. Thebeau, P.E.  Supervisor, Project Managers - Bridge  St. Louis County Department of Transportation  <a href="mailto:PThebeau@stlouisco.com">PThebeau@stlouisco.com</a>  All questions and submittals via e-mail. Phone inquiries not accepted.</p>
Deadline:	October 14, 2019 at 2:00 p.m.