



*102 E. Wall St., Harrisonville, Mo 64701*

**REQUEST FOR QUALIFICATIONS (RFQ)  
ENGINEERING SERVICES**

**268<sup>th</sup> STREET BRIDGE #3470005 REPLACEMENT  
FEDERAL PROJECT NO. BRO-R019(38)**

Cass County, Missouri is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached list. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no more than 3 pages. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to each scope item, the backgrounds of those individuals, and other projects your company has recently completed or are now active. It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) be submitted with your firm's Letter of Interest, or be on file with with Cass County. The statement of qualification is not included in the total page count limit.

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 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.

We request all letters be received by 9:00am local time on December 13, 2022 at the following address:

Cass County Road & Bridge  
Attn: Kelly Wray  
30508 SW Outer Rd  
Harrisonville, MO 64701

Sincerely,

Kelly Wray  
Road & Bridge Office Administrator

Attachment

<b>Cass County Bridge Replacement</b>	
Federal Aid No:	BRO-R019(38)
Location:	268 <sup>th</sup> Street over East Branch
Proposed Improvement:	Bridge replacement and associated road work
Length:	Project length approx 1,000ft +/-
Approximate Construction Cost:	\$600,000
DBE Goal Determination:	10%
Consultant Services Required:	Engineering Design, Bidding & Construction Administration services. See Attachment A for detailed scope of services.
Other Comments:	
Contact:	Name: Kelly Wray Address: 30508 SW Outer Rd Harrisonville, MO 64701 Phone: 816-380-8360 Email: kellyw@casscounty.com
Deadline:	
<ul style="list-style-type: none"> <li>Submit: Letter of interest should not exceed three (3) pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Two (4) copies of the letter interest should be received at the address and by the time specified.</li> </ul>	

Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection.

Experience and Technical Competence -	25	Max Points
Capacity and Capability -	25	Max Points
Past Record of Performance -	50	Max Points

## **ATTACHMENT A**

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

**Design Phase** - The Engineer will:

1. Work with Local Agency to assess needs for the project;
2. Conduct topographic, property and utility surveys sufficient to develop plans for the project;
3. Conduct subsurface investigations;
4. Conduct hydraulic studies, prepare alternative designs and cost estimates, develop preliminary plans, and recommend to the Local Agency the overall general design based on these studies;
5. Contact utility companies present within project limits and request relocation plan, if needed;
6. Prepare detailed construction plans, cost estimates, specifications and related documents as necessary for the purpose of soliciting bids for constructing the project;
7. Secure adequate property title information, determine right-of-way requirements, prepare right-of-way plans, and assist the Local Agency in acquiring the right-of-way deeds needed for the project; if deemed necessary, arrange to have Right-of-Way appraisals and purchase negotiations with land owner;
8. Make application to the U.S. Army Corps of Engineers;
9. Make application to the Missouri Department of Natural Resources if a Phase I or Phase II Cultural Resource Assessment is deemed necessary, arrange to have the site examined by a qualified archaeologist;
10. Make application to the US Department of Agriculture for a Farmland Development Permit;
11. Make application to the County Floodplain Administrator for the Floodplain Development permit; if deemed necessary submit a no-rise certificate to the County Floodplain Administrator;
12. Review compliance with all regulations in regards to noise abatement and air quality, if necessary, including testing for the presence of lead and asbestos;
13. Coordinate with United States Fish & Wildlife (USF&W) and Missouri Department of Conservation (MDC) to obtain official species list of project site. Compile Threatened and Endangered Species Report to submit to MoDOT;
14. Provide the Local Agency with completed plans, specifications, and cost estimates for the purpose of obtaining construction authorization from the Missouri Department of Transportation.

**Bidding Phase** – The Engineer will:

1. Upon receipt of authorization from MoDOT, provide the County with a list of Qualified bidders and assist the County in advertising for bids;
2. Assist the County in evaluating bids and requesting concurrence in award from MoDOT;
3. Provide assistance to the County in answering contractor questions regarding the plans and prepare addenda, if needed;
4. Attend a pre-bid meeting (as required);

**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 daily site visits while contractor is working 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 may 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 a semi-final and final inspection, if required, provide the County with project documentation (diaries, test results, certifications, etc.), and provide as-built plans for the County's records.