

January 19, 2023

RE: Notice to Consultants  
Request for Qualifications  
Consulting Engineering Services  
Howdershell Road - I-270 to Utz  
Interstate 270 to 100' North of Utz Lane  
St. Louis County Project No. AR-1854  
Federal Project No. STBG-9901(682)  
East-West Gateway TIP No. 7247E-24

St. Louis County Department of Transportation (SLCDOT) 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. Note, St. Louis County Revised Ordinances 107.071 SLCRO, 107.400 SLCRO and 107.401 SLCRO are not applicable to the selection process for this contract.

General Description of Services Required:

This project includes the following major scope elements:

- Mill and Overlay
- Base Repairs
- ADA improvements
  - Curb Ramp Replacement
  - New Curb Ramps
  - Traffic Signal Upgrades for Pedestrians
  - Sidewalk Upgrades
- Traffic Signal Replacement at the following intersections:
  - Commercial Entrances 450' north of I-270
  - Brown Road
  - Behlmann Lane
  - Dunn Road
  - Utz Lane

Specific consultant scope items include:

- Section 106 Documentation and Application
- Obtain Environmental NEPA Clearances
- Threatened and Endangered Species Documentation and Application
- Preliminary Plans
- Right-of-Way Plans
- Final Plans

- Job Special Provisions
- Construction Estimates
- Coordination with the Missouri Department of Transportation (MoDOT)
- Coordination with the Metropolitan St. Louis Sewer District (MSD)
- Pavement Borings and Design (if necessary)
- Obtain St. Louis County Permits (as necessary)
- Obtain Floodplain Permit (if necessary)
- Assistance with Utility Coordination
- Assistance with Right-of-Way Acquisition (if necessary)
- Miscellaneous Pick-Up Survey Work (as necessary)
- Utility Marking Services (if necessary)
- Roadway Design
- Sidewalk Design
- Striping Plan (as necessary)
- Traffic Signal Design
- Assistance with Public Involvement (if necessary)
- Guardrail Layout/Design (if necessary)
- Retaining Wall Design (if necessary)
- Culvert Design (if necessary – not anticipated)
- Geotechnical Investigation (if necessary – not anticipated)
- Subsurface Utility Investigation (if necessary)
- Drainage Structure Design (if necessary – not anticipated)
- Water Quality Design (if necessary)

Services to be Provided by St. Louis County:

- Utility Coordination
- Pavement Cores
- Topographic Surveying
- Property Surveys
- 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
- Right-of-Way Acquisition
- Public Involvement (if necessary)

The anticipated project schedule is as follows. To ensure this schedule can be met, consultants are required to submit an initial fee proposal within 2 weeks of the scoping meeting with subsequent revisions due within 1 week of receiving comments from the County. Firms unable to meet these deadlines should not submit a Qualifications Statement.

Qualifications Statements Due:	February 17, 2023
Selection Announced:	March 2023
Scoping Meeting:	March 2023
Negotiation:	March 2023 – April 2023
Council Authorization:	April 2023 – May 2023
Contract Execution:	July 2023
Estimated Notice to Proceed Date:	August 2023
Preliminary Plans Approved:	October 2024
Right-of-Way Plans Approved:	May 2025
All Final Plans Complete:	June 2026

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

- A statement expressing your firm's interest in the project.
- Key project staff and their qualifications.
- 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.
- DBE Utilization Plan
- Statement concerning the Computer-Aided Drafting and Design (CADD) software to be used for the project.
- SLCDOT's preference is for the plans to be prepared natively in Microstation utilizing SLCDOT CADD standards. SLCDOT CADD standards are only available in Microstation/InRoads format and SLCDOT will not convert its standards or surveys to other formats for consultants. SLCDOT reserves the right to review the CADD files for a project at any time and the consultant will be required to provide those in Microstation format upon request.

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. If a prime consultant is in the process of becoming prequalified with MoDOT, that process must be complete no later than the submission deadline noted in the schedule above. 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)
  - Plan for sub-consultants to contribute meaningfully to this project (10 points)

- Project Approach – 40 points
  - Statements concerning Project Team availability appear realistic (10 points)
  - Proposed project approach demonstrates a thorough understanding of the County's needs. (25 points)
  - Consultant states they will prepare plans natively in Microstation (5 points)
- Past Record of Performance – 30 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 (15 points)

Selection will be made based upon the scoring of the Qualifications Statements received and interviews will not be conducted for this project.

A Disadvantaged Business Enterprise (DBE) goal of **16%** has been established for this project. The DBE goal may be met through any combination of qualified DBE prime consultant and qualified DBE consultants. 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, a Statement of Qualifications (and general qualifications, if applicable) must be submitted via the St. Louis County Vendor Self-Service (VSS) portal as a PDF: <https://stlouiscountymovendors.munisselfservice.com/Vendors/default.aspx>

In order to submit via the VSS portal, organizations must register online prior to submission. The same link listed above should be used to complete the registration process. Note, submissions received via email will NOT be considered; only those submittals received via the VSS portal will be eligible for consideration. Any mailed or hand-delivered hard copy submittals will also be discarded. All Qualifications Statements must be received by 2:00 PM local time, on **February 17, 2023** to be considered for this project. Questions regarding this solicitation shall be submitted in writing via email to Shandrika Combs, Contract Administrator at [SCombs@stlouiscountymo.gov](mailto:SCombs@stlouiscountymo.gov) no later than 9:00 AM on **February 10, 2023**. For questions regarding VSS registration or system technical issues ONLY, please contact [vendors@stlouiscountymo.gov](mailto:vendors@stlouiscountymo.gov). Failure to comply with the requirements of the RFQ may negatively impact the evaluation of the consultant's Statement of Qualifications.

Any information that SLCDOT is able to provide concerning these projects, including TIP applications and completed survey work (if available) will be posted and available for download with this RFQ at the VSS link above.

<i>St. Louis County, Howdershell Road - I-270 to Utz</i>	
Federal Aid No.:	Howdershell Road - I-270 to Utz STBG-9901(682); TIP# No. 7247E-24
Location:	Interstate 270 To 100' North of Utz Lane
Proposed Improvement:	Resurfacing, ADA Upgrades, and Signal Upgrades
Length:	0.7 miles
Approximate Construction Cost:	\$4M to \$5M
DBE Goal Determination	16%
Consultant Services Required:	<ul style="list-style-type: none"> <li>• Mill and Overlay</li> <li>• Base Repairs</li> <li>• ADA improvements <ul style="list-style-type: none"> <li>○ Curb Ramp Replacement</li> <li>○ New Curb Ramps</li> <li>○ Traffic Signal Upgrades for Pedestrians</li> <li>○ Sidewalk Upgrades</li> </ul> </li> <li>• Traffic Signal Replacement at the following intersections: <ul style="list-style-type: none"> <li>○ Commercial Entrances 450' north of I-270</li> <li>○ Brown Road</li> <li>○ Behlmann Lane</li> <li>○ Dunn Road</li> <li>○ Utz Lane</li> </ul> </li> </ul> <p>Specific consultant scope items include:</p> <ul style="list-style-type: none"> <li>• Section 106 Documentation and Application</li> <li>• Obtain Environmental NEPA Clearances</li> <li>• Threatened and Endangered Species Documentation and Application</li> <li>• Preliminary Plans</li> <li>• Right-of-Way 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>• Coordination with the Metropolitan St. Louis Sewer District (MSD)</li> <li>• Pavement Borings and Design (if necessary)</li> <li>• Obtain St. Louis County Permits (as necessary)</li> <li>• Obtain Floodplain Permit (if necessary)</li> <li>• Assistance with Utility Coordination</li> <li>• Assistance with Right-of-Way Acquisition (if necessary)</li> <li>• Miscellaneous Pick-Up Survey Work (as necessary)</li> <li>• Utility Marking Services (if necessary)</li> <li>• Roadway Design</li> <li>• Sidewalk Design</li> <li>• Striping Plan (as necessary)</li> <li>• Traffic Signal Design</li> </ul>

	<ul style="list-style-type: none"> <li>• Assistance with Public Involvement (if necessary)</li> <li>• Guardrail Layout/Design (if necessary)</li> <li>• Retaining Wall Design (if necessary)</li> <li>• Culvert Design (if necessary – not anticipated)</li> <li>• Geotechnical Investigation (if necessary – not anticipated)</li> <li>• Subsurface Utility Investigation (if necessary)</li> <li>• Drainage Structure Design (if necessary – not anticipated)</li> <li>• Water Quality Design (if necessary)</li> </ul>
Other Comments:	<p><u>Services to be Provided by St. Louis County:</u></p> <ul style="list-style-type: none"> <li>• Utility Coordination</li> <li>• Pavement Cores</li> <li>• Topographic Surveying</li> <li>• Property Surveys</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> <li>• Right-of-Way Acquisition</li> <li>• Public Involvement (if necessary)</li> </ul>
Contact:	<p>Shandrika Combs  Contract Administrator  Division of Project Development  St. Louis County Department of Transportation and Public Works  <a href="mailto:SCombs@stlouiscountymo.gov">SCombs@stlouiscountymo.gov</a>  All questions via e-mail. Phone inquiries not accepted. Questions are due no later than 9:00 AM on February 10, 2023</p>
Deadline:	<p>February 17, 2023, at 2:00 PM  Submittals must be submitted via St. Louis County's Vendor Self-Service (VSS) Portal</p>