



CITY OF ST PETERS  
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[bids@stpetersmo.net](mailto:bids@stpetersmo.net)

May 8, 2023

**Subject: Addendum 1 – 23-148 – Harvester Rd at Queensbrooke Blvd Signal Replacement (CMAQ 7305(625))**

To all Firms of Record,

This Addendum, consisting of two (2) pages, is issued to answer questions received, modify, explain, or correct the original contract documents as noted below, and is hereby made a part of the contract documents.

1. Could you please provide further clarification on how the City will evaluate the "past record of performance" criterion? The current description suggests that this assessment will be based exclusively on the City's prior experience with the consultant. We would like to know if the City is open to considering consultants without an existing history of working with the City, or if a significant deduction in points will be applied due to a lack of previous collaboration?
  - The City is open to considering consultants without an existing history of working with the City if the previously completed projects and references provided by the Consultant in the RFQ (Per Section 2.1.5) demonstrate the Consultant has the necessary knowledge and experience to complete the project. The City does consider the City's previous collaboration with the Consultant, but there is not a deduction in points due to lack of previous collaboration as the Consultant's previous projects and references from other organizations will be used to determine points in the "Past Record of Performance" criterion.
2. Additionally, in regard to Section 2.1 Technical Proposal, Item number 6.f, we kindly request further information on whether there is a preference for the work to be performed locally. Does the City place greater emphasis on the geographical location where the work is conducted?
  - The City includes this standard language in all RFQs. There are some projects that require significant on-site field work to be completed by the Consultant such as traffic signal optimization projects or bridge projects with daily inspections, where the Consultant's ability to provide locally available staff is essential to the successful completion of the project. Since this project does not require extensive on-site field work, there will be no preference on the Consultant's geographical location. Through the RFQ, the Consultant must demonstrate that they have the necessary resources, availability and experience to complete the project

**Special Instructions:**

- A DBE goal of 12% has been established for this project
- Clearly mark outside of sealed envelope with "RFQ No. 23-148 – Harvester Rd at Queensbrooke Blvd Signal Replacement (CMAQ 7305(625))" along with the Consultant's name
- Submit 1 original and 3 copies of your proposal
- With submittal of your firm's Letter of Interest include:
  - Statement of Qualification (RSMo 8.285 – 8.291)
  - Affidavit of Compliance with the Federal Work Authorization Program (Original must be included)
  - Appendix D - Copy of your E-Verify Memorandum of Understanding (MOU) (15 CSR 60-15.020)
  - Appendix E - Addendum

Thank you,  
City of St. Peters  
[bids@stpetersmo.net](mailto:bids@stpetersmo.net)

## APPENDIX E - ADDENDUM

ADDENDUM ACKNOWLEDGEMENT: The undersigned states that the all addenda's have been received, acknowledged, and incorporated into their qualifications prior to submittal. Complete and return with qualifications.

Addendum #1 May 8, 2023

Addendum  
Received By: \_\_\_\_\_

Signed: \_\_\_\_\_  
(Signature of Authorized Representative)

Name \_\_\_\_\_  
(Printed Name of Authorized Representative)

Title \_\_\_\_\_

Date \_\_\_\_\_