



CITY OF COLUMBIA, MISSOURI

PUBLIC WORKS DEPARTMENT

Date: January 29, 2016

Re: Request for Qualifications (RFQ) for the Nifong-Sinclair and Vawter School-Mill Creek Intersections Improvements

Dear Consultant:

The City of Columbia is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached Project Information Form. The project is known as the Nifong-Sinclair and Vawter School-Mill Creek Intersections Improvements. If your firm would like to be considered for these consulting services, you may express your interest by responding to the City of Columbia, Public Works Department. The City of Columbia will evaluate submittals from the interested firms according to the criteria listed in the Project Information Form.

The response submittal must include the following:

Letter of Interest (2 page limit)

Statement of Qualifications (10 page limit)

Affidavit of Compliance with the federal work authorization program along with a copy of your firm's E-Verify Memorandum of Understanding (15 CSR 60-15.020).

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at 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. The DBE goal for this Engineering Services Contract will be 8%.

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 submittals be received by 5:00 pm, on Friday, February 26, 2016 at City of Columbia Public Works Department, 3rd Floor, 701 E. Broadway, Columbia, Missouri 65025.

Sincerely,

A handwritten signature in cursive script that reads 'Allison Anderson'.

Allison Anderson, PE
Engineering Supervisor

Attachment

Project Information Form

Project: Nifong-Sinclair and Vawter School-Mill Creek Intersections Improvements	
Federal Aid No:	NA
Location:	Nifong-Sinclair and Vawter School-Mill Creek Intersections
Proposed Improvement:	The project scope includes improvements to the intersections of Nifong with Sinclair and Vawter School with Mill Creek. Both intersections are located along the Nifong Boulevard corridor.
Length:	NA
Approximate Construction Cost:	\$2,500,000
DBE Goal Determination:	8%
Consultant Services Required:	<p>The work will include the complete engineering analysis and design and all associated professional services for the improvements of the Nifong-Sinclair and Vawter School-Mill Creek intersections.</p> <p>The engineering responsibilities may include, but are not limited to the following: The preparation of conceptual plans, preliminary plans, right of way plans, and final plans, specifications, and cost estimate.</p> <p>As part of the development of the conceptual plans, the Consultant will need to analyze each intersection to determine the best improvement for that intersection (roundabout or signal). The traffic needs caused by Mill Creek Elementary School will need to be addresses as part of the analysis if the Nifong-Sinclair Intersection.</p> <p>Design services may include, but are not limited to, surveying, geotechnical investigation, hydraulic study/stormwater management, easement descriptions and diagrams, public involvement, environmental and historic preservation services/permits, utility coordination, assisting with the bidding process, and construction support.</p>
Other Comments:	<p>Upon request, City traffic count data will be provided.</p> <p>The topographic survey information developed from the Water and Light Department transition study will be made available to the selected consultant.</p> <p>The selected consultant will need to coordinate design with the Forum Boulevard Improvement project and may need to coordinate design with Water and Light's Columbia Electric Transmission Line Project.</p>

Project Information Form

Contact:	Allison Anderson, PE Public Works, City of Columbia 701 E. Broadway, PO Box 6015 Columbia, MO 65205 Phone: (573) 817-5048 Email: aaanders@gocolumbiamo.com
Deadline:	Responses to this requested must be received by 5:00 pm CST, February 26, 2016.
Submit:	Five copies of the following should be received at the address above by the date and time specified: <ul style="list-style-type: none">• Letter of Interest (2 page limit)• State of Qualifications (10 page limit)• Affidavit of Compliance with the federal work authorization program.• Copy of your firm's E-Verify Memorandum of Understanding (15 CSR 60-15.020)

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

General Experience:	15 Max Points
Past Performance:	35 Max Points
Qualifications of Personnel Assigned:	25 Max Points
Familiarity/Capability:	15 Max Points
Accessibility of Firm and Staff:	10 Max Points