

**CITY OF ST. LOUIS  
BOARD OF PUBLIC SERVICE**

**REQUEST FOR QUALIFICATIONS  
PROFESSIONAL ENGINEERING SERVICES  
FOR DESIGN OF GERMANIA STREET IMPROVEMENTS,  
GRAVOIS AVENUE TO I-55 SB OFF RAMP  
FEDERAL PROJECT STP-5424(606)  
ST. LOUIS, MISSOURI**

**PURPOSE:**

The City of St. Louis, Board of Public Service, is seeking Statements of Qualifications from firms interested in providing engineering design services to the Board of Public Service for road preservation and the roadway and the pedestrian improvement project which is being funded through the Transportation Improvement Program (TIP) as a Surface Transportation Program Sub Allocated Project under STP-5424(606). The goal of the Germania Street project is to improve and rehabilitate the paved surfaces of a minor arterial route for residential and commercial transportation and connect sidewalks to public transportation for bicyclists and pedestrians. The project involves reconstruction and enhancements of various key elements of the transportation system of Germania Street between Gravois Avenue and I-55 SB off-ramp.

The major improvements are to mill and overlay existing asphalt pavement surfaces of the roadway and off-road parking, and to patch deteriorated concrete and remove tripping hazards in the sidewalks. Pedestrian improvements include new concrete sidewalks that will connect the existing sidewalks on the north side of the street to bus stops on the south. Repair deficient curb ramps along both sides of the road and construct new ADA compliant concrete curb ramps and bus pads, as needed. Bicycle improvements connect the River Des Peres Green Bicycle Trail to other local trails with “Shared” lane marking between Gravois Avenue and Morganford Road. Other enhancements include the re-striping and pavement marking the road, installation of new traffic signals with pushbutton and modern pedestrian heads, and modify an existing traffic light with pushbuttons and modern pedestrian heads. Minor landscaping improvements include planting trees in the park on the south side of the street.

The total estimated cost for new roadway, pedestrian and bicycle improvements, striping and marking, traffic signal upgrades, and landscape improvements of the project is \$1,600,000.00 which includes design, construction, construction management, and testing. The funding for the project will be provided by the STP-S and Local Matching Funds.

**Consultant shall be certified to perform LPA projects by MoDOT in accordance with MoDOT Engineering Policy Guide Section 136.4.**

**Consultants interested in submitting Statements of Qualifications for consideration and evaluation for providing the services identified in this RFQ shall have a current SF330 on file with the City of St. Louis, President's Office, Board of Public Service.**

*A Consultant may submit qualifications as the Prime or as part of a Team as Subconsultant, not both.*

Note: The City does not permit exclusive agreements with subconsultants.

This project is a Local Public Agency (LPA) project funded in part by the Federal Highway Administration (FHWA) through the Missouri Department of Transportation (MoDOT). A goal for Disadvantaged Business Enterprises (DBE) utilization has been set at **12%**. Consultants submitting SOQ's shall meet the requirements of the MoDOT Engineering Policy Guide (EPG) Section 136.4.1.5 (LPA Manual). Preference will be given to Consultants that are currently "qualified" per the requirements in the LPA manual. DBE firms must be listed in the Missouri Regional Certification Committee (MRCC) directory at [www.modot.mo.gov/business/contractor\\_resources/External\\_Civil\\_Rights/mrcc.htm](http://www.modot.mo.gov/business/contractor_resources/External_Civil_Rights/mrcc.htm) to be considered.

It is required that your firm's SOQ (RSMo 8.285 through 8.291) and an 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) be submitted with your firm's Statement of Qualifications.

**SCOPE OF SERVICES:**

The City will require professional engineering services for surveying; the preparation of final plans, specifications, and estimate; shop drawing review; and consultation during construction of this project. Other consultant services will be required for attendance at various meetings and presentations. During the design process, the consultant shall support the City's coordination with affected utilities. Coordination with residents and adjacent businesses will be done through the City.

All designs must meet MoDOT and FHWA Standards and will be subject to review by those agencies. All ADA improvements shall be compliant with current ADA specifications and the City of St. Louis Specifications. The Consultant will be responsible for submission of plans to MSD for permitting purposes, as required.

All work will be constructed on existing City of St. Louis right-of-way. No temporary easement during construction or permanent construction easement will be necessary.

The Consultant will assist the City as required in obtaining environmental clearances. This will include the Section 106 form to the Department of Natural Resources and the Categorical Exclusion to MoDOT.

One (1) reference map is included as an attachment with this solicitation. This attachment includes a vicinity map for the project limit on Germania Street. Additional project information included in the TIP Application is available for viewing at the President's Office, Board of Public Service, Room 301 City Hall, or is available for download from the BPS website On Line Plan Room – Plan Room as a pdf under the project file for this RFQ.

**Project Scope:** The project will provide for improvements on Germania Street between Gravois Avenue to I-55 SB off-ramp for 1.65 miles. The roadway improvements include milling and overlay on all asphalt pavement in the roadway and off-road parking with limited improvements to patch existing deteriorated concrete sidewalks, driveways, and curbs.

The pedestrian improvements include construction of new concrete sidewalks with a section of retaining wall on Germania Street between Knackstedt Street and Field Avenue to connect existing sidewalks on the north side of the street and construction of new concrete sidewalks with access from crosswalks to bus stops on south side of street. Minor pedestrian improvements include repairing existing or ADA deficient curb ramps with truncated dome warning panels, and construction of new curb ramps and the repair or installation of bus pads on both sides of the street. All pedestrian improvements shall be compliant with current ADA specifications and the City of St. Louis Specifications.

The consultant will coordinate with Metro Bus to determine the location of all bus stops between the limits of the project. The consultant is to provide access to bus stops along the south side of Germania Street. No sidewalk is to run continuously on the south side of the street through the park along River Des Peres. The construction of several segments of concrete sidewalk will connect the bus stops to adjacent sidewalks at Stolle Street and at Eugene Avenue. The construction of short segments of sidewalk will connect the bus stops to adjacent crosswalks at Morganford Road and at Sharp Avenue.

Bicycle improvements include the implementation of a "Share" lane on both sides of Germania Street between Gravois Avenue and Morganford Road. Consultant is to determine if a lane reconfiguration is necessary to accommodate the bicycle improvements.

Traffic Signal improvements include the installation of an actuated pushbutton on an existing traffic light at Sharp Avenue. If no alternative is arranged with Metro Bus, the existing bus stop at Tesson Street will require the installation of a new mid block traffic signal with actuated pushbuttons and count down pedestrian heads to enable access to the isolated bus stop adjacent to the pump station. Striping improvements include possible lane reconfiguration between Gravois Avenue to Morganford. The striping west of Morganford Road to I-55 is to remain 2-lanes in both directions. Coordination with the City Traffic Department and City Street Department will be required to design details for signal and striping improvements.

Landscaping improvements include strategically planting of selected tree species in the park along River Des Peres. The consultant will coordinate with City Forestry Department for desired tree species.

The milling and resurfacing of the roadway shall be in accordance with the City of St. Louis Street Department. The street is to remain open and maintain one travel lane for the eastbound and westbound lanes of Germania Street with ample parking during construction.

The consultant shall provide a preliminary plan submittal to MoDOT including a set of preliminary plans, specification table of contents, and preliminary cost estimate. A final PSE submittal to MoDOT shall include a set of final plans, specifications, and a final cost estimate.

The Consultant will be available to answer questions during the bidding process and during the construction of the project.

The design phase of this project is scheduled to begin early 2016. The construction phase is scheduled to begin in April of 2017.

**SUBMITTAL OF STATEMENTS OF QUALIFICATIONS:**

Interested firms shall **submit SIX (6) copies** of the Statements of Qualifications for the type of work outlined above. SOQ shall be **limited to FIVE (5) single-sided 8-1/2" x 11" pages with a minimum font size of 10 (the 5 pages do not include the DBE Utilization form and Unauthorized Alien Employee Affidavit and Signature Sheet of Memorandum of Understanding with Homeland Security for E-Verify).**

**NO OTHER MATERIAL WILL BE ACCEPTED – THIS INCLUDES A COVER SHEET OR COVER LETTER, COPY OF CERTIFICATIONS, REGISTRATIONS, etc. Statements of Qualifications shall be bound by a single staple and shall not be bound in any other manner.** If additional information is included in the Statements of Qualifications, it will be removed from the SOQ before distributing to the Selection Committee members.

The qualifications and envelope shall identify the submittal is for:

**STATEMENT OF QUALIFICATIONS  
FOR DESIGN OF GERMANIA STREET IMPROVEMENTS,  
GRAVOIS AVENUE TO I-55 SB OFF RAMP  
FEDERAL PROJECT STP-5424(606)  
ST. LOUIS, MISSOURI**

**Statements of Qualifications will be received no later than 5:00 p.m., NOVEMBER 24, 2015** at the Department of the President, Board of Public Service, 1200 Market Street, Room 301 City Hall, St. Louis, MO 63103.

SOQ envelope shall be marked to the Attention of Bette Behan, Contract Supervisor. Responses received after this time will not be accepted.

The Board of Public Service reserves the right to accept or reject any or all responses, or to cancel this request in part or in its entirety. All submittals become and remain the property of the City.

**QUALIFICATION EVALUATION CRITERIA:**

**Statements of Qualifications shall include contact person name, firm name, address, phone and fax number, and e-mail address.**

**NOTE: Team composition shall remain the same unless change is submitted and approved by the President, Board of Public Service.**

The Selection Committee will evaluate each Statement of Qualifications using the following criteria. Submittal shall be in the same sequential format as follows:

1. Provide examples of five comparable projects that show the experience, qualifications, and technical competence of the **PRIME CONSULTANT** completed within the last five years for which your company was the designer of record. These projects should be complete or near completion. Include record of meeting the project schedule, project budget, and M/W/DBE goals for these projects. Provide start and completion dates and references with names, phone numbers, and e-mail addresses of owner's representative who is most knowledgeable of your firm's performance. Projects with incomplete information will not be considered toward the **PRIME CONSULTANT'S** experience.  
Up to three points will be awarded for each applicable project. (0 to 15 points)
2. Present experience, qualifications, and technical competence of the **PROJECT MANAGER** relative to the five projects described in Item #1. List the Project Manager's experience in managing similar projects within the past five years if not directly associated with the firm submitting this proposal. Provide Project Manager's Professional Registration information including profession and license # (**Do not include copy of license.**). Project Manager shall be a Professional Engineer registered in the State of Missouri **and** shall be currently certified for MoDOT's LPA Basic Training.  
Up to three points will be awarded for each applicable project. (0 to 15 points)
3. Present experience, qualifications, and technical competence of **EACH SUBCONSULTANT** on the team relative to five comparable projects completed within the last 5 years. Include a description of the exact role of the subconsultant and % of project completed by subconsultant. Provide start and completion dates. These projects must be complete or near completion.  
A maximum of 15 overall points may be awarded. (0 to 15 points)

4. Present your team's approach and any unusual issues/problems/difficulties anticipated. Present your team's understanding of special requirements, codes, and regulations pertinent to the project. Present your internal quality control procedures.  
(0 to 20 points)
5. Present a team organizational chart identifying each firm's role (including team member names) and responsibility in the project. Indicate availability of team members for the project. List the number of employees by employee classification for the prime and each subconsultant.  
(0 to 10 points)
6. The DBE plan will be evaluated for the feasibility of implementation as proposed.  
(0 to 5 points)

**DISADVANTAGED-OWNED BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

The City of St. Louis is fully committed to involving DBE firms in meaningful roles on all consultant contracts. To that end, the City, acting through MoDOT's External Civil Rights Division, has established a goal of **12% DBE** participation for this consultant contract. The goal is a per cent of the original contract amount for the utilization of firms owned and controlled by disadvantaged individuals.

Only those DBE firms listed in the MRCC Directory will be counted towards achieving the DBE goal.

A copy of the current directory of Certified DBEs (through MRCC [Missouri Regional Certification Committee]) is available on the internet at [http://www.modot.mo.gov/business/contractor\\_resources/External\\_Civil\\_Rights/mrcc.html](http://www.modot.mo.gov/business/contractor_resources/External_Civil_Rights/mrcc.html) or by contacting MoDOT at (573)751-7801.

**UNAUTHORIZED ALIEN EMPLOYEES:**

As a condition for the award of this contract or grant, CONSULTANT, shall, pursuant to the provisions of Sections 285.530 through 285.555 of the Revised Statutes of Missouri 2000, as amended, by **sworn affidavit and provision of documentation**, affirm its enrollment and participation in E-Verify, a federal work authorization program, with respect to the employees working in connection with this Agreement. CONSULTANT shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with this Agreement pursuant to the above-stated Statutes.

In addition to the affidavit the CONSULTANT shall provide a copy of the front page and signature page of their Memorandum of Understanding with Homeland Security for E-Verify.

### **CONSULTANT SELECTION PROCESS:**

A qualification based selection process conforming to RSMo8.285 through 8.291 will be utilized to select the most qualified firm.

In accordance with the Revised Policies and Procedures for Procurement of Professional Service Agreements dated May 2013, the Tier I Selection process will be utilized. This booklet may be viewed on the BPS website by going to the following link <http://www.stl-bps.org/policy.aspx> . Once Statements of Qualifications are received, the Selection Committee will meet to evaluate the SOQ's and will select the best qualified firm to provide these services for the City.

### **POINT OF CONTACT**

All questions shall be directed to Bette Behan, Board of Public Service, by fax at 314-622-4028 or by e-mail at [BehanB@stlouis-mo.gov](mailto:BehanB@stlouis-mo.gov) (please reference project name in Subject Line if sending an e-mail). Answers to technical questions will be made available to consultants who have registered to download the RFQ from the BPS website or who have provided contact information when they received the RFQ.

### **TIP APPLICATION:**

The TIP Application is available for download from the BPS website [www.stl-bps.org](http://www.stl-bps.org) under On Line Plan Room (included under the Project File for this RFQ).

**CITY OF ST. LOUIS  
DISADVANTAGED-OWNED BUSINESS ENTERPRISE (DBE) UTILIZATION PLAN**

**CONTRACTING AGENCY:**

**Project Goal: \_\_\_% DBE**

**PROJECT NAME:**

**NAME OF PRIME CONSULTANT:**

The prime consultant shall utilize and require all subconsultants to utilize the maximum number of certified disadvantaged-owned business enterprises possible and will purchase materials and supplies from disadvantaged-owned business enterprises to the maximum extent feasible, and to this end, the prime consultant will inform each subconsultant of this requirement, The prime consultant shall utilize the services and/or supplies to be provided by the following certified disadvantaged-owned business enterprises in the execution of this contract.

FIRM NAME ADDRESS PHONE NUMBER CONTACT PERSON	CERTIFYING AGENCY CERTIFICATION DATE CATEGORY CERTIFICATION NO.	WORK TO BE PERFORMED	DBE PERCENT

\_\_\_\_\_  
PRIME CONSULTANT AUTHORIZED SIGNATURE

\_\_\_\_\_  
DATE

STATE OF \_\_\_\_\_ )  
 )SS.  
COUNTY OF \_\_\_\_\_ )

AFFIDAVIT

Before me, the undersigned Notary Public, personally appeared \_\_\_\_\_ (**Name**) who, by me being duly sworn, deposed as follows:

My name is \_\_\_\_\_ (**Name**), I am of sound mind, capable of making this Affidavit, and personally acquainted with the facts herein stated:

I am the \_\_\_\_\_ (**Position/Title**) of \_\_\_\_\_. (**Contractor**)

I have the legal authority to make the following assertions:

1. \_\_\_\_\_ (**CONSULTANT**) is currently enrolled in and actively participates in E-Verify, a federal work authorization program, or any other equivalent electronic verification of work authorization program operated by the United States Department of Homeland Security under the Immigration Reform and Control Act of 1986(IRCA), as required pursuant to Sections 285.525 through 285.555 of the Revised Statutes of Missouri 2000, as amended.
2. Pursuant to Sections 285.525 through 285.555 of the Revised Statutes of Missouri 2000, as amended, \_\_\_\_\_ (**CONSULTANT**) does not knowingly employ any person who is an unauthorized alien in connection with the contracted services under this Agreement.

\_\_\_\_\_  
Affiant

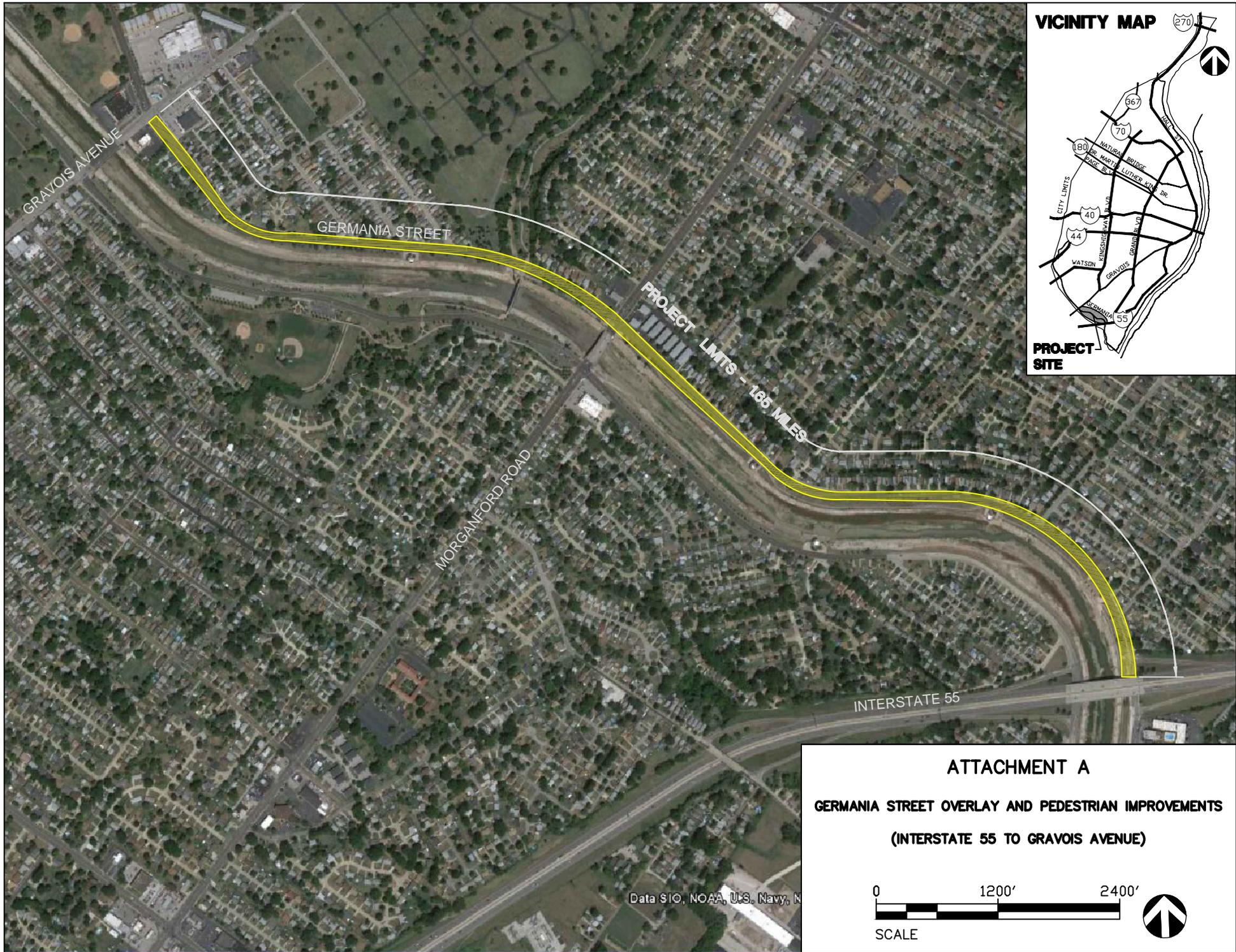
IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

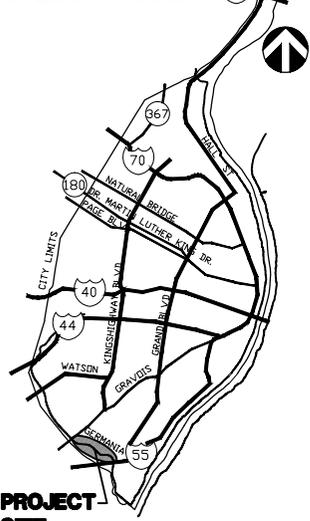
My Commission Expires:

**Note:** *Signature page AND front page of Memorandum of Understanding with Homeland Security for E-Verify shall be submitted with proposal.*

<b>City/County</b> City of St. Louis <b>Route</b> _____	
Federal Aid No: STP-5424(606)	
Location:	Germania Street Improvements from Gravois Avenue to I-55 Off Ramp
Proposed Improvement:	Mill and overlay road and off-road parking; repair deteriorated concrete sidewalks and install new concrete sidewalks; repair ADA deficient curb ramps and construct new ADA compliant curb ramps and bus pads; stripe and mark street; tree planting in park; and install push button existing traffic signal and install mid-block signal
Length:	1.65 miles
Approximate Construction Cost:	\$1,400,000.00
DBE Goal Determination:	12%
Consultant Services Required:	The engineering responsibilities may include but are not limited to the following: conduct a survey; preparation of contract documents to include preliminary plans, specifications & estimate; final plans, specifications & estimate; coordination with utilities, Metro bus, City Street and Traffic Divisions; minor traffic and landscaping services; consultation and review shop drawings during construction.
Other Comments:	
Contact:	Name: Bette Behan Address: 1200 Market, Room 301 City Hall, St. Louis, MO 63103 Phone: 314-622-3535 Email: behanb@stlouis-mo.gov
Deadline:	
<ul style="list-style-type: none"> <li>• Submit: Statements of Qualifications should not exceed 5 pages (does not include DBE form and Unauthorized Alien Employee Affidavit). A page is defined as 8-1/2 by 11 inches and printed on one side. 6 copies of the Statements of Qualifications should be received at the address and by the time specified.</li> </ul>	



**VICINITY MAP**



**PROJECT SITE**

**ATTACHMENT A**

**GERMANIA STREET OVERLAY AND PEDESTRIAN IMPROVEMENTS  
(INTERSTATE 55 TO GRAVOIS AVENUE)**



Data SIO, NOAA, U.S. Navy, N