

March 10, 2022

RE: Request for Qualifications

The City of Springfield Department of Public Works is seeking qualified firms to provide professional engineering and land surveying design services related to various transportation, traffic, stormwater, and facility capital improvement projects. Springfield's City Council has identified "Quality of Place" as a priority and infrastructure projects are expected to contribute to this goal. Therefore, placemaking, landscape architecture, and other related capabilities and experience will be viewed as additional qualifying characteristics.

Submittals should include a brief firm overview, and then be broken into the following categories based on the type of services the company provides:

- Roadway Projects including Complete Streets and Green Streets
- Intersection/Signal Projects
- Bridge Projects and Bridge Inspections
- Bicycle & Pedestrian Facilities
- Stormwater Projects, Green Infrastructure, and Drainage Analysis
- Stream Restoration and Stream Bank Stabilization
- Traffic Safety, Traffic Impact, and Access Management Studies
- General Site Design
- Land Survey
- Public Involvement & Public Outreach

If the company does not provide services in a given category, it is acceptable to omit that section. Within each of these sections identify the proposed team members, including the office location where they are based. Additionally, please include information about current workload and capacity for additional projects. Provide project examples demonstrating specific recent experience (within the past 5 years) in each area and for each project include a brief description as well as size, location, estimated construction cost, actual construction cost, and any other information that may be beneficial to the selection committee. A preference will be given to qualified local firms. Each team member's specific expertise and experience applicable to the services required should also be provided and can be included in a separate resume section at the end of the submittal. **The number of pages in the submittal (pdf) shall not exceed 30.** Pages shall be 8-1/2 by 11 inches in size.

Submit one electronic version, in pdf format, of your qualifications to

Chris Dunnaway, P.E.
P.O. Box 8368
840 N. Boonville Ave.
Springfield, MO 65802
cdunnaway@springfieldmo.gov

Deadline for submittals is 5:00 p.m., April 7, 2022. **It is the submitter's responsibility to confirm receipt of the submittal.**

Department of Public Works
840 Boonville Avenue • Springfield, Missouri 65801
417-864-1902 • Fax 417-864-1929 • springfieldmo.gov



As projects are identified, a selection team will evaluate and score the statements of qualifications on file to select a firm. The team will take into consideration the following categories:

1. Expertise and technical competence
2. Capacity and capability to perform the work
3. Past performance
4. Firm's proximity to and familiarity with the area in which the project is located

The team reserves the right to follow up with a request for interviews and additional information for specific projects. The selection team will evaluate the information received and will meet with the firm selected for each project to develop a proposal.

Every company that enters into a contract with the City of Springfield must submit a Certification Regarding Potential Conflicts of Interest and a Certification Regarding State of Israel. These forms are attached and must be completed and submitted with your Statement of Qualifications but will not count towards the maximum page count.

The City of Springfield, Missouri hereby notifies all submitters that it will affirmatively ensure that in any contract entered into pursuant to this request for qualifications, businesses owned and controlled by socially and economically disadvantaged individuals will be afforded full opportunity to submit qualifications in response to this request for qualifications and will not be discriminated against on the basis of race, color, sex, national origin, religion, age, sexual orientation, gender identify, veteran's status, or disability in consideration for an award.

Thank you for taking the time and effort to submit your firm's qualifications and experience. We will retain your submittal for future project selection. Updates to the statement of qualifications on file can be submitted at any time.

Sincerely,



Chris Dunnaway, P.E.
Principal Engineer
(417)-864-1876
cdunnaway@springfieldmo.gov

Enclosed: Certification Regarding Potential Conflicts of Interest
 Certification Regarding State of Israel

cc: Dan Smith, P.E.
 Martin Gugel, P.E.
 Paula Brookshire, P.E.
 Brett Foster, P.E.
 Tom Dancey, P.E.

CERTIFICATION REGARDING POTENTIAL CONFLICTS OF INTEREST

The City's Charter, Sec. 19.16, prohibits any Council member or employee of the City from having a financial interest, direct or indirect, in any contract with the City and any member of a City board or commission from having a financial interest, direct or indirect, in any contract with the department or administrative agency managed or operated by the board or commission on which he or she serves.

*****If the prohibition above is violated, the contract is void and the Council member, City board or commission member forfeits his or her office or the employee forfeits his or her employment*****

Vendor certifies that (check all that apply):

1. ____ No City Council member, City employee, or City board or commission member is an employee, officer, partner, owner, etc., of vendor.
2. ____ No spouse or dependent child of a City Council member, City employee, or City board or commission member is an employee, officer, partner, owner, etc., of vendor.
3. ____ A City Council member or spouse is an employee, officer, partner, owner, etc., of vendor.
4. ____ A City employee or spouse is an employee, officer, partner, owner, etc., of vendor.
5. ____ A City board/commission member or spouse is an employee, officer, partner, owner, etc., of vendor.

If choosing 3, 4, or 5, please provide name of Council member, employee, board or commission member, or spouse:

Vendor Certification:

I certify the information above is true and accurate.

By: _____

Title: _____

Please note whether the Charter is violated is fact-specific. City staff will follow up with you for additional information.

Certification of Compliance with Section 34.600 RSMo., et seq.

Effective August 28, 2020

(Does not apply to contracts totaling less than \$100,000.00, or fewer than 10 employees.)

I am _____ (name), and am the _____ (title) of
_____ (company name) a (circle one) corporation, partnership, sole
proprietorship, limited liability company, and am competent and authorized to make the following
statement and attest to its truthfulness:

[initial one]

_____. I hereby certify that the company is not currently engaged in and shall not, for the duration of
the contract, engage in a boycott of goods or services from the State of Israel; companies doing business
in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or
persons or entities doing business in the State of Israel, in accordance with the terms and conditions set
forth in 34.600 RSMo., et.seq.

Or:

_____. The business employs less than 10 employees.

Company Name

Signature

Printed Name and Title