

June 21, 2017

**Request for Qualifications
Professional Services
Wastewater Treatment Facility Repairs and Improvements**

The City of Pacific, Missouri is requesting statements of qualifications from qualified individuals or firms interested in providing professional services relating to engineering design and construction administration for repairs / improvements to the City's wastewater treatment facility. The City is planning for replacement of the ultraviolet (UV) disinfection system and for upgrades / replacements to the existing aeration system. The selected consultant or firm is expected to be tasked with designing the necessary improvements and to perform construction administration services necessary for implementation / construction of the improvements.

Background

The City's WWTF was flooded in December 2015 and again April-May, 2017. The 2015 flood destroyed the UV disinfection equipment and severely damaged the existing aeration system. The repairs are eligible for disaster funding through the Federal Emergency Management Agency (FEMA) and the City after a period of FEMA review has been given approval to move forward. The City has performed preliminary design work on both the UV disinfection and aeration systems, and the selected consultant will be expected to build off this previous work in bringing final plans and specifications to completion.

The selected consultant will have a demonstrated record of professional work experience in design and construction administration of the specific WWTF systems contemplated for improvement. The City is planning to move quickly on this project, so consultants who can demonstrate an ability to bring the project to completion in a quick timeframe (six months or less from design to construction completion) will be given special consideration. Proven experience in working with federal and state agencies (FEMA and the Missouri Department of Natural Resources in particular) is also a priority.

Submittal process

Individuals and firms interested in performing these contemplated services should submit a statement of qualifications to the Office of City Administrator, 300 Hoven Dr., Pacific, MO 63069 no later than 3 p.m. July 17, 2017. Submittals should include fifteen (15) hard copies and one electronic copy. Submittals that are limited to 20 pages or less are preferred. Electronic copies should be sent by email to Steve Roth, City Administrator, sroth@pacificmissouri.com.

Submittals will be made publicly available following the submittal deadline. Submittals should include detailed information on the respondent's qualifications and experience in performing the work as described, including samples of previous work and a list of references.

Selection process

The City intends to evaluate qualifications based on the following factors:

- The specialized experience and technical competence of the firm with respect to the type of services required;
- The capacity and capability of the firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project;
- The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules;
- The firm's proximity to and familiarity with the area in which the project is located.

Submittals will be reviewed, scored and ranked by a City of Pacific committee, which will forward a recommendation to the Board of Aldermen. Once a consultant is selected, the City then anticipates negotiating a contract with the selected individual or firm for Board approval. If negotiations with the top-ranked consultant are unsuccessful, the City will negotiate with the second-ranked firm, etc. The City hopes to have a consultant under contract no later than August, 2017.

Certified Minority Owned Business Enterprises (MBE) and Women Owned Business Enterprises (WBE) are encouraged to submit qualifications.

Notwithstanding the above, the City reserves the right to reject any and all submittals, to waive informalities and technicalities, and to negotiate directly with any respondent.

Questions / more information

Interested parties may contact Steve Roth, City Administrator, 636-271-0500 ext. 213 for more information.

Thank you for your interest in our project.