

REQUEST FOR QUALIFICATIONS (RFQ)
PROFESSIONAL ENGINEERING SERVICES

The City of Seymour, Missouri is requesting qualifications for engineering services to address improvements located in the City's Public Water Supply. The engineering services required may include planning, design, and/or construction oversight of the project. Facility plans and engineering reports should adhere to 10 CSR 20-8.110 Engineering – Reports, Plans, and Specifications if appropriate. Funding for the project is through the Missouri Department of Natural Resources' Financial Assistance Center.

Qualification information provided to the City shall include:

- A. The specialized experience and technical competence of the firm with respect to the type of services required (10 points);
- B. 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 (10 points);
- C. 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 (10 points);
- D. The firm's proximity to and familiarity with the area in which the project is located (10 points); and
- E. The firm's professional experience in designing drinking water and wastewater systems (10 points).

The above information should be submitted no later than 5:30 PM on Friday, February 28, 2023 to the attention of City Hall at P.O. Box 247, Seymour, MO 65746.

Selection Process: Once the City selects the most qualified firm based on the above qualification evaluation, an engineering agreement will be negotiated. The engineering agreement may include services other than planning, design, and/or construction management including, but not limited to, assistance with securing project financing, assistance with attaining easements or real property, user rate analysis, geotechnical analysis, surveying, or other services as needed.

Evaluation Committee: An evaluation committee established by the City will review the Submission of Qualifications (SOQ) in accordance with the Evaluation Criteria set within this RFQ. The committee may ask the respondent to supplement their SOQ with additional information. The committee will consist of approximately 5 members from within the City.

Interviews: The City has not chosen to conduct interviews as part of the selection process

The City of Seymour is an Equal Opportunity Employer.