



TANEY COUNTY MISSOURI

Purchasing Department 132 David Street / P. O. Box 1630 Forsyth, Missouri 65653

RFQ # 201304-219

Commodity title: TRANSPORTATION PRIORITIZATION STUDY - UPDATE

Proposal deadline: April 19, 2013 at 2:00 PM
 Opening Date and Time: April 22, 2013 at 3:00 PM

Location/address: Taney County Commission
 PO Box 1630 / 132 David St.
 Forsyth, MO 65653

Directions: The Commission's Hearing Room is on the main level of the
 the administration building (old courthouse in Forsyth).

The undersigned certifies that they have the authority to bind this company in an agreement to supply the commodity or service in accordance with all terms, conditions, and pricing specified herein or to offer a "no Bid." Please type or print the information below. Bidder is REQUIRED to complete, sign and return this form with their submittal of Bid. * An authorized signature is **mandatory**, lack thereof will result in a determination of "Non-Responsive". Also required is a direct email address in order to receive award results. We do not use USPS for direct results notification *only* email. In addition final results will later be posted on our website at: www.taneycounty.org.

_____ Company Name		_____ Authorized Person (Print)	
_____ Address		_____ Signature	
_____ City/County/State/Zip		_____ Title	
_____ Telephone #	_____ Fax #	_____ Date	_____ Tax ID #
_____ E-mail		_____ Entity Type (Corporation, LLC, Sole Proprietor, Partnership)	

Taney County Transportation Prioritization Study

The County of Taney requests qualifications for engineering services to assist in updating the current transportation projects priority matrix. The updated projects priority matrix will continue the process of establishing a method for prioritizing transportation related projects by adding and updating projects to the matrix to assist the Taney County Transportation Advisory Board (TCTAB) and the Taney County Commission in determining priority projects for available funding. The final ranking system should be updated after updating the individual projects. (The current Transportation Priority Matrix is available upon request.) Said consultant will work closely with the Taney County Transportation Advisory Board (TCTAB). Interested firms and individuals will need to submit a Statement of Qualifications (SOQ) to provide engineering services as detailed within this Request for Qualifications. (RFQ)

The primary scope of professional engineering services is to develop a preliminary engineering study to conduct analysis to assist Taney County with prioritizing transportation improvements across the seven districts represented by the TCTAB. Collect and aggregate data related to each proposed improvement.

The intent of which is to minimize the impacts to existing development and to serve as a planning tool for future development. The completed study will meet the requirements of the TCTAB, establish design criteria, and determine total project cost. The findings of the study will need to be coordinated with representatives of the TCTAB.

The individual principally in charge of this project must be a licensed professional engineer (P.E.) registered in the State of Missouri. The selected firm or individual must demonstrate exceptional experience in similar assignments, and are encouraged to include recognized experts on their team. The selected firm or individual must also be familiar with the National Environmental Policy Act (NEPA) process. While this project is not currently earmarked to receive federal funds, it is imperative that the study be consistent with the NEPA process so that potential federal funds are not jeopardized by the completion of this study.

The SOQ should include a summary of the team's history and structure; relevant experience including a description of at least two projects completed of similar scope; qualifications of key team members that would be directly involved with the project; and any supporting information that would further convey the team's qualifications for this project assignment.

Firms wishing to submit a proposal must be:

- 1) Duly authorized to conduct business in the State of Missouri.
- 2) Professionally registered in the State of Missouri.
- 3) Able to commit adequate staff to meet the desired time frames.

Interested firms should submit one (1) copy of their written Statement of Qualifications in a sealed envelope, or package with **RFQ #201304-219** clearly marked on it, mail or hand delivered to:

Taney County Purchasing Department
Ron Erickson, Director of Purchasing
132 David Street / PO Box 1630
Forsyth, Missouri 65653

Not later than 2:00 PM, Central Time April 19, 2013

Questions regarding the contents of this Request for Qualifications should be emailed by **Monday April 15, 2013 at 3:00 PM** - to:

Randy Haes,
Interim Road and Bridge Administrator
Taney County Road & Bridge
417-546-7268 (off) / 417-546-7924 (cell)
randyh@co.taney.mo.us

Proposals should include:

- 1) Business Information – Basic biographical information about the firm, including firm name and former firm names, address, date established, statement of business organization, names of all owners, principles, partners, and professional employees. **This section should also detail the firm's proximity to and familiarity with the project area.**
- 2) Staff Information – Resumes of each professional on the project team, including a description of experience, technical competence, and areas of expertise. The description should also include the number of ancillary staff with job descriptions or titles and relevant experience available for assignment. This section should detail the capacity and specialized experience of the firm to perform the work required within the time limits established and a discussion of how Taney County would benefit from your firm being selected to complete the work. This section should also name a designated project engineer/contact person for this project.
- 3) Registration and Licensing – Evidence of professional registration and licensing with the State of Missouri and, in the case of business entities which must be registered with the Secretary of State, current copies of registration and statements of good standing.
- 4) Work History – A listing of all government agencies for which work was performed within the preceding two years and nature of services. In the event the Consultant has not performed professional services for governmental entities, then the Consultant shall provide a listing of institutional or business clients for whom work has been performed in the preceding two years. If the references are unavailable, then the Consultant shall provide a detailed explanation of why references are not available. A separate list of references should also be included.
- 5) Insurance – Evidence of insurance coverage and amounts carried by the Consultant as required by the general qualifications for County Consultants.
- 6) Project Listing – A listing of completed and pending projects in which the Consultant was or is the primary provider of professional services or manager of the project.
- 7) Sub consultants – A listing of sub consultants retained by the Consultant to perform work not customarily performed by the Consultant. Relevant descriptions of expertise of sub consultants should be included when appropriate.
- 8) Quality Controls – A description of internal quality control and assurance procedures used to verify accuracy and reliability of work product.
- 9) Approach and Schedule – A description of the approach the firm will take to complete the work, including an estimate of the total time needed for the firm to complete the work.

SELECTION PROCEDURE

The Consultant / Firm selected will be based on the items listed above. The SOQs received will be reviewed by the Taney County Transportation Advisory Board after all have been opened and read aloud (Company / Firm Name only) by the Director of Purchasing at **3:00 PM on Monday April 22, 2013**. Shortly thereafter, possibly within a few days, a recommendation for award will be presented to the Taney Commission. Final Award Results will be emailed to all responders as soon as they are available.