

**Heartland Port Authority of Central Missouri**  
**Board of Commissioners**  
**Jefferson City Area Chamber of Commerce**  
Tuesday, March 3, 2021  
3:00p.m.

## **Tentative Agenda**

1. Roll Call
2. Approval of Agenda
4. Public Comment
5. New Business
  - 5.1. Drone flyover for Port Site
  - 5.2. Request for Qualifications for Professional Engineering Services
6. New Business
7. Staff Report
8. Commissioners Reports
9. Adjournment

Next Meeting Thursday, March 18 – 11:00am

## **REQUEST FOR QUALIFICATIONS**

### **PROFESSIONAL ENGINEERING SERVICES**

The Heartland Port Authority of Central Missouri (HPA) requests qualifications for survey, environmental review and permitting, preliminary engineering services and subsequent engineering design and construction observation services to assist in a proposed project to be partially financed with Missouri Department of Transportation and USDA Rural Business Development Grant funds. The remainder of the project is being financed by the City of Jefferson and Cole and Callaway Counties. The project consists of the development of two port sites along the Missouri River in Cole and Callaway Counties to attract businesses and transportation of goods and materials to the region. This development will include the ports themselves, as well as adjacent infrastructure such as access roads or rail improvements. Services which may be required from the engineer include topographic and boundary surveys, environmental and cultural reviews, NEPA clearances, design services for both ports and associated infrastructure, report services, geotechnical investigations, permit applications, utility coordination and construction administration/observation.

Information provided to the HPA must include:

- 1) The specialized experience and technical competence of the firm with respect to the project or related work;
- 2) The capacity and capability of the firm to perform the work through survey, environmental review, cultural review, conceptual design and report services by June 15<sup>th</sup>, 2021;
- 3) 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;
- 4) The firm's proximity to and familiarity with the area in which the project is located;
- 5) References from previous clients of related work with the firm within the past five years; and
- 6) Documentation of compliance with E-Verify requirements.

The firm will be selected based on the above qualifications. Once the most qualified firm is selected, a cost for surveying, permitting and preliminary engineering will be negotiated separately from the cost for engineering design and construction observation services which will be services during future phases of the project's development. The ability to begin work immediately and confirm submittal to the HPA within 5 months plus numbers 2, 3 & 4 above shall receive primary consideration.

Documentation of the above information (not to exceed 3 pages, 11-point font, one-sided 8.5" x 11"; including the cover, table of contents, tabs, and attachments.) should be submitted no later than March 23, 2021, 1:00 p.m., Jefferson City Area Chamber of Commerce, 213 Adams Street, PO Box 776, Jefferson City MO 65101. Submissions should be sealed and marked as Engineering Services for HPA, Attention: Missy Bonnot. For more information contact Missy Bonnot at 573-638-3582. The Heartland Port Authority of Central Missouri is an Equal Opportunity Employer, and invites the submission of proposals from minority, women, and Section 3-owned firms.