



PROFESSIONAL SERVICES – REQUEST FOR APPROVAL

Approved by Consent Agenda:
TO BE COMPLETED BY COUNCIL STAFF ONLY

Title: New Park at Foristell RFQ [checked] RFP [] RFQ/RFP #: 22-031

Dept: Parks and Recreation Contact Person: Joe James Ext.: 7639

Description (service, justification and use):

The Parks Dept. is requesting approval to enter into a contract with Horner & Shifrin to provide design, permitting and engineering services for the new park in Wentzville, MO We issued a Request for Qualifications 19-151 for Professional Services- Design and Development of New Park Land in Wentzville, MO. The scope included but is not limited to: Finalize the design of the Masterplan created by St. Charles County Parks, prepare the construction drawings and specifications necessary for development, design entrance roadways and parking lots, design utilities required for phase 1, design deep water well, design recreational lake, and apply for any permits that are required.

The issued RFQ received (4) submittals. The St. Charles County Parks Department carefully reviewed all the submittals and scored them based on the evaluation criteria (Capability and Capacity, Experience and Technical Competence, and Past Record of Performance). The firm that scored the highest based on the Parks Team evaluation average was Horner & Shifrin. Therefore, we would like to move forward with Horner & Shifrin based on the excellent capability and experience with park projects including roadway design, recreational lake design, and utility design.

Award to: Horner & Shifrin Location: 101 Laura K Dr., Ste. 101, O'Fallon, MO 63366

Was the vendor pre-qualified? Yes [checked] No []

Total negotiated price: \$ 454,877.00 Contract term: 2 months with renewals.

Price break-down (if applicable):

Proposal opening held on: Opened by:

Account number to be charged for purchase: 2453300-47150 3323

If paying for with grant funds, please indicate (1) grant name, (2) total grant amount, (3) what portion of purchase is being paid for by a grant, and (4) when grant period ends as applicable:

PROFESSIONAL SERVICES – REQUEST FOR APPROVAL RFP/RFQ #: 22-031

Additional RFQs/RFPs Received

The following additional responses were received:

Vendor: Intuition & Logic Location: Chesterfield, Missouri

Vendor: Byrne & Jones Location: Bridgeton, Missouri

Vendor: TWM Location: Swansea, Illinois

Vendor: _____ Location: _____


Vendor: _____ Location: _____

Vendor: _____ Location: _____

Vendor: _____ Location: _____

Sole source justification memos from (1) dept. and (2) vendor attached.

Department Director/Elected Official must sign the request prior to routing to the Purchasing Manager.



Department Director/Elected Official Signature

2/14/22

Date

Tracy A. Bayne

Approval or Concurrence of Director of Finance

3/1/22

Date

BELOW ONLY TO BE COMPLETED FOR PROPOSALS AT LEAST \$15,000 AND LESS THAN \$50,000. See instructions at the top of pg. 1.

Director of Administration Signature

Date

To: Saint Charles County Council
From: Ryan Graham, Director of Parks
Date: 2/14/2022
Re: New Park at Foristell Design and Engineering Services

For your consideration is a Request for Approval to enter into contract with Horner & Shifrin to provide professional services including engineering and design of the new park at Wentzville, Missouri.

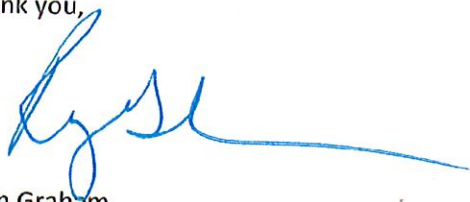
The scope of services requested but not limited to are to finalize the masterplan, prepare construction drawings and specifications necessary for construction of phase 1, design and engineer entrance road, parking lots, and a recreational lake, design all utilities including a deep water well, and to apply for any permits required for phase 1 construction.

The RFQ issued for the Design and Development of Phase 1 of the New Park at Wentzville was active for 21 days and we received a total of (4) Firm qualifications. After careful review by St. Charles County Parks and based on the evaluation criteria of Capability & Capacity, Experience & Technical Competence, and Past Record of Performance St. Charles County Parks choose Horner & Shifrin to perform the work.

The negotiated fee of services Horner & Shifrin and St. Charles County Parks have agreed upon is a "not to exceed" amount of \$454,877.00. It is also agreed that Horner & Shifrin will provide the completed construction and bid specifications to SCC no later than 8 weeks after approved and notice to proceed.

Please let me know if you have any questions, concerns or would like to discuss further.

Thank you,



Ryan Graham

Director of Parks