



John G. Lyons
County Engineer

MEMORANDUM

TO: Tracy Bayne, Acting Director of Finance

FROM: John Lyons, County Engineer

RE: **Drainage Study & Stormwater Assessment – Heritage Subdivision**

DATE: **January 3, 2023**

The Highway Department requested RFPs from six (6) engineering firms and received four (4) responsive proposals. After evaluating each, Horner Shifrin's proposal was determined to best fit the County's needs and schedule. Please make preparation for this proposal to be placed on the January 9, 2023 County Council consent agenda. Given the truncated timetable required for funding of this project, we are requesting a rushed processing. Funding for this project will come from ARPA Emerging Issues, Line # 7614600-45970.

Please advise if you have any questions and/or concerns. Thank you.



PROFESSIONAL SERVICES – REQUEST FOR APPROVAL

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

Title: Drainage Study & Stormwater Assessment - Heritage Subd. RFQ [checked] RFP [] RFQ/RFP #: Enter # or Option

Dept: Highway Contact Person: John Lyons Ext.: 6999

Description (service, justification and use):

The County recently submitted an application for ARPA grant funds set aside for the study, identification of, and construction of priority stormwater infrastructure improvements. Previously, the County Council approved matching funds in preparation of this application in Bill 5078, approved on June 27, 2022.

One of the major components of this project is the the study and assessment of drainage related issues within the Heritage Subdivision. In order to complete this phase of the project, the Highway Department solicited proposals from six (6) engineering firms from the County's pre-qualified list specializing in stormwater infrastructure design. We received four (4) responsive proposals, evaluating each, and determined the proposal from Horner-Shifrin best met the County's needs within the time frame dictated by the grant requirements.

We expect this first phase of work to be completed by March 24, 2023.

RECEIVED JAN 11 2023 COUNTY EXECUTIVE OFFICE

Award to: Horner-Shifrin Location: 101 Laura K Dr. Ste 101, O'Fallon, MO 63366-3991

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

Total negotiated price: \$ 178,808.00 Contract term: N/A with renewals.

Price break-down (if applicable):

Proposal opening held on: December 22, 2022 Opened by: Highway

Account number to be charged for purchase: 7614600-47800

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:

This purchase will be used as part of our local match for the Legislative Priority Water Infrastructure Projects grant.

PROFESSIONAL SERVICES – REQUEST FOR APPROVAL

RFP/RFQ #: Enter # or Option

Additional RFQs/RFPs Received

The following additional responses were received:

Vendor: Civil Design Inc. Location: 5220 Oakland Ave. St. Louis MO

Vendor: Great River Engineering Location: 4220 Duncan Ave, Ste 63110, St. Louis, MO

Vendor: Civil & Environmental Consultants, Inc Location: 3000 Little Hills Expressway, St. Charles, MO

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

1/11/23
Date

Tracy A. Bayne
Approval or Concurrence of Director of Finance

1/11/2023
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