



MoDOT and Patrol Employees' Retirement System

Request for Proposal

Parking Lot Expansion Project

Date Due
January 31, 2023

Scott Simon
Executive Director

SECTION I – INTRODUCTION

A. Overview

The MoDOT and Patrol Employees' Retirement System (MPERS) is seeking the services of a construction company (an individual or full-service firm) to implement plans approved by the City of Jefferson to extend the lower parking lot for a recently acquired adjacent property.

MPERS is an instrumentality of the state of Missouri vested with the powers and duties specified in state law. It is governed by an 11-member Board of Trustees.

B. Primary Project Scope

- Review city-approved construction plans.
- Make recommendations, where optionality exists.
- Initiate and complete agreed upon construction plans.

C. Supplemental Services

Coincident to these core services, additional services may be prudent as it relates to the update to MPERS' existing property, e.g., resurfacing original parking area, striping, exterior lighting, retaining walls, etc.

D. Instructions for Submitting Proposals

To be considered, the proposal must be received by MPERS, no later than 3:00 p.m., **Tuesday, January 31, 2023**. MPERS reserves the right to reject any or all proposals submitted. Any inquiries or questions concerning the request for proposal should be made to:

Scott Simon, Executive Director
Scott.simon@mpers.org or (573) 298-6080

Any firm notifying MPERS of its intent to bid will be updated with any clarifications or additional information pertinent to this project. Two paper copies of the completed response to the RFP may be submitted to:

Mailing	Delivery
MPERS	MPERS
c/o Scott Simon	c/o Scott Simon
PO Box 1930	1913 William Street
Jefferson City, MO 65102-1930	Jefferson City, MO 65109

Or an electronic copy of the completed response may be attached to an email addressed to Scott Simon at scott.simon@mpers.org.

SECTION II – PROPOSAL CONTENT

The proposal should include the following information:

A. Corporate Summary

Include length of time in business and a narrative that supports why your organization is qualified to undertake the scope of work presented in this request. This summary should include brief descriptions of any projects for which you have been engaged that are similar to the one requested in this RFP.

B. Contact Information

Include name and contact information for the primary contact on this RFP. In addition, name, title, brief biography, education, experience, and contact information for the staff you plan to assign to this project should be included.

C. Work Plan

Your work plan should include a detailed project approach, including a description of the steps planned for implementation.

D. Objective

A project completed within planned specifications, on-time, and on-budget.

E. References

Provide three clients we can contact for references. If possible, we prefer references from organizations with projects similar in size and scope to this project. For each client, please include the following details:

- Name, address, and phone number of the client
- Brief description of the scope of the project
- Start and end date of each project

F. Cost and Pricing

MPERS seeks a firm fixed overall price bid with key areas itemized.

G. Additional Information

The vendor should provide any other information believed to be relevant to this project.

SECTION III – DELIVERABLES

A. Completed project within approved specifications, on-time, and on budget.

B. Supplemental Services

Provide separate plan of interest for supplemental services along with projected costs.

SECTION IV – SELECTION PROCEDURE

Proposals will be evaluated by MPERS' staff and all bids may be presented to the Board for final approval. Proposals submitted in response to this RFP may be accepted as submitted or may be used as a basis for further negotiation of specific project details with the vendor. In evaluating proposals, MPERS' staff will consider the following factors:

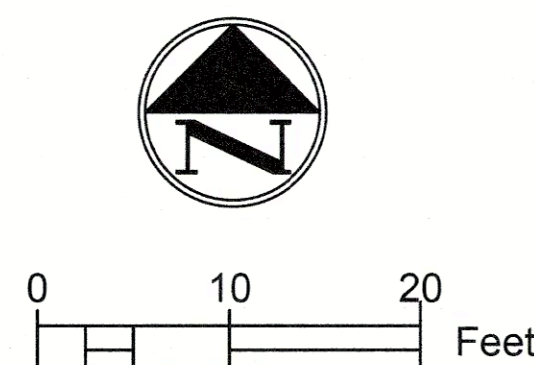
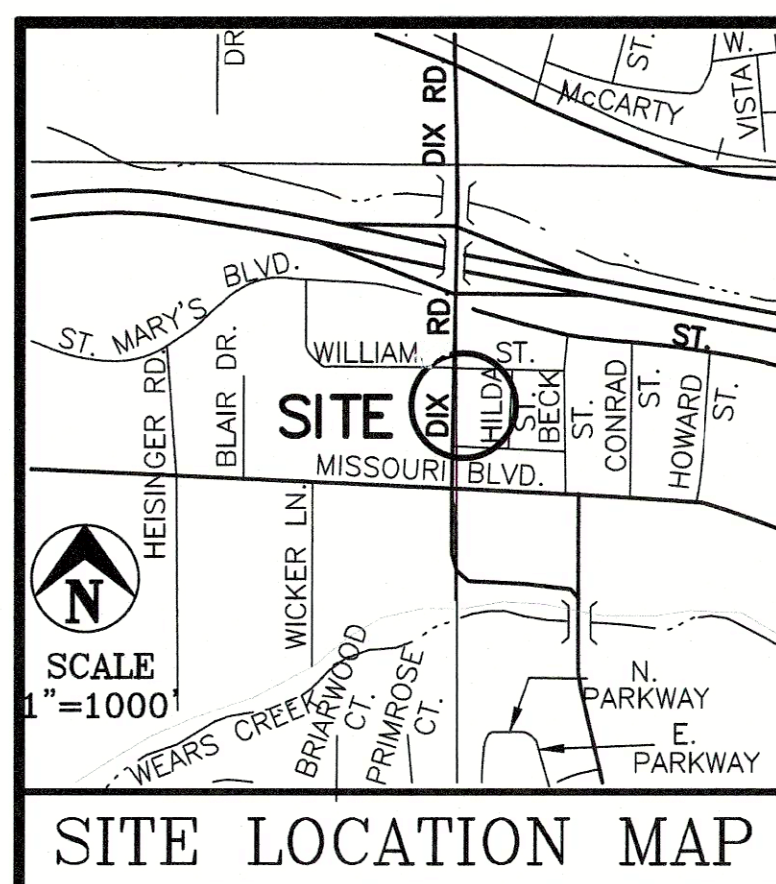
- Soundness of the approach and quality of the work plan
- Firm qualifications
- Individual qualifications of the assigned staff
- Cost

SECTION IV – RELEVANT MPERS' POLICIES

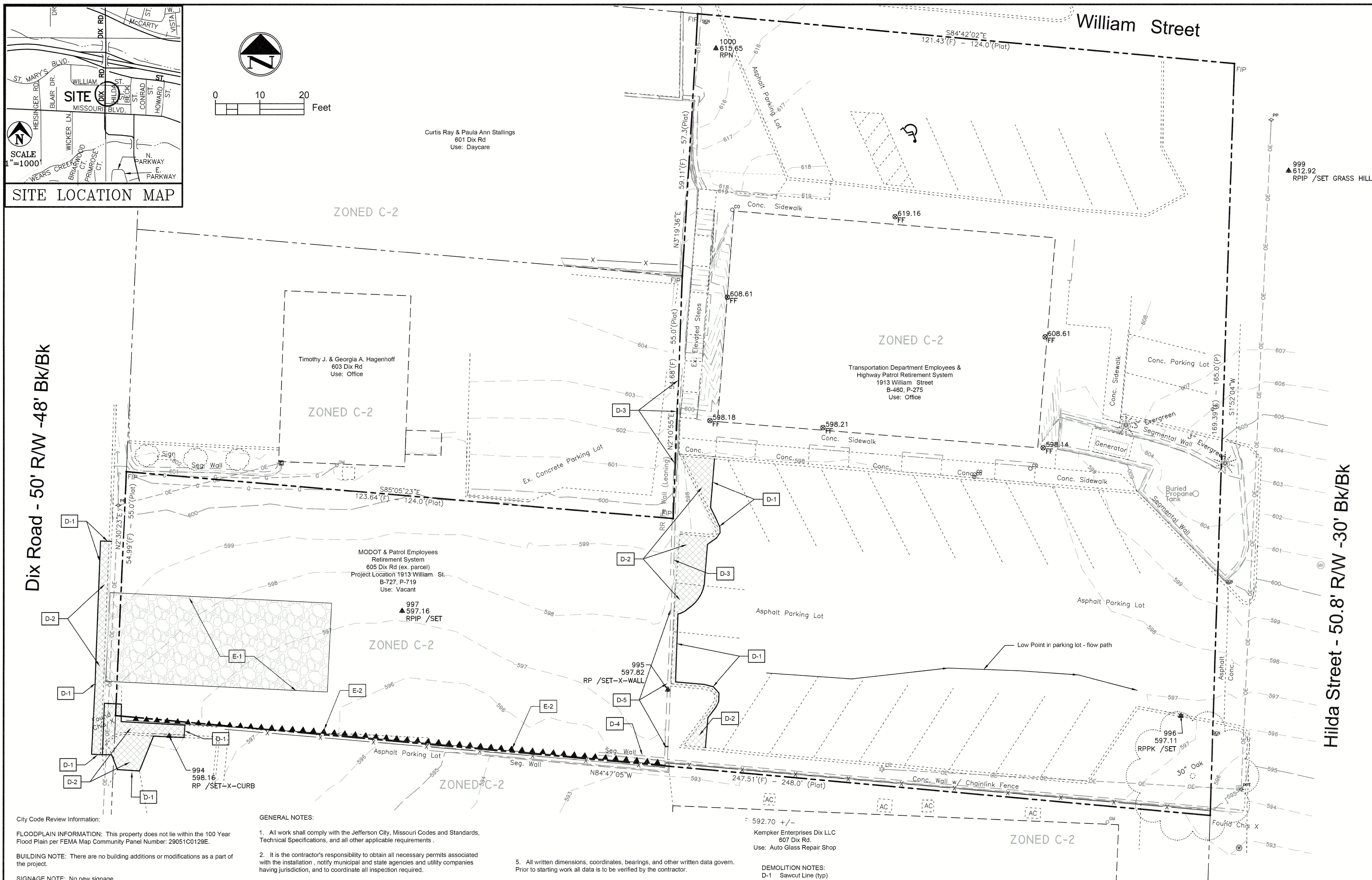
1. MPERS reserves the right to reject any or all proposals received. There is no expressed or implied obligation for MPERS to reimburse responding vendors for any expenses incurred in preparing proposals in response to this request. MPERS also reserves the right to request additional information or clarification from respondents or to allow corrections of errors or omissions at any time during the evaluation process.
2. This request for proposal is neither a contract nor an offer to contract.
3. The contractor represents himself or herself to be an independent contractor offering such services to the general public and shall not represent himself/herself (or his/her employees) to be an employee of the state of Missouri or MPERS. Therefore, the contractor shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers' compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save, and hold harmless MPERS, its officers, agents, and employees, from and against, any and all loss, cost (including attorney fees), and damages of any kind related to such matters.
4. All reports and materials developed or acquired by the contractor as a direct requirement specified in the project shall become the property of MPERS. No reports or materials prepared as required by the project shall be released to the public without prior written consent of MPERS. The contractor shall keep confidential all information, records, and reports furnished to it by MPERS or which contractor generates or produces under this project.
5. Political Contributions, Gifts and Communications – You are advised that all staff and the Board members are fiduciaries to the System. Under the Board's Governance Policies and under the System's personnel policies, it is prohibited that any outside service provider makes any political contribution or gift with the intent of influencing a

purchasing, hiring, or firing decision made at MPERS. In addition, communications with a trustee regarding any matter that may be brought before the Board could result in the disqualification of the trustee from the consideration of that matter.

6. Federal Work Authorization Program Policy – The vendor, with respect to the employees working in connection with the contracted services, shall not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

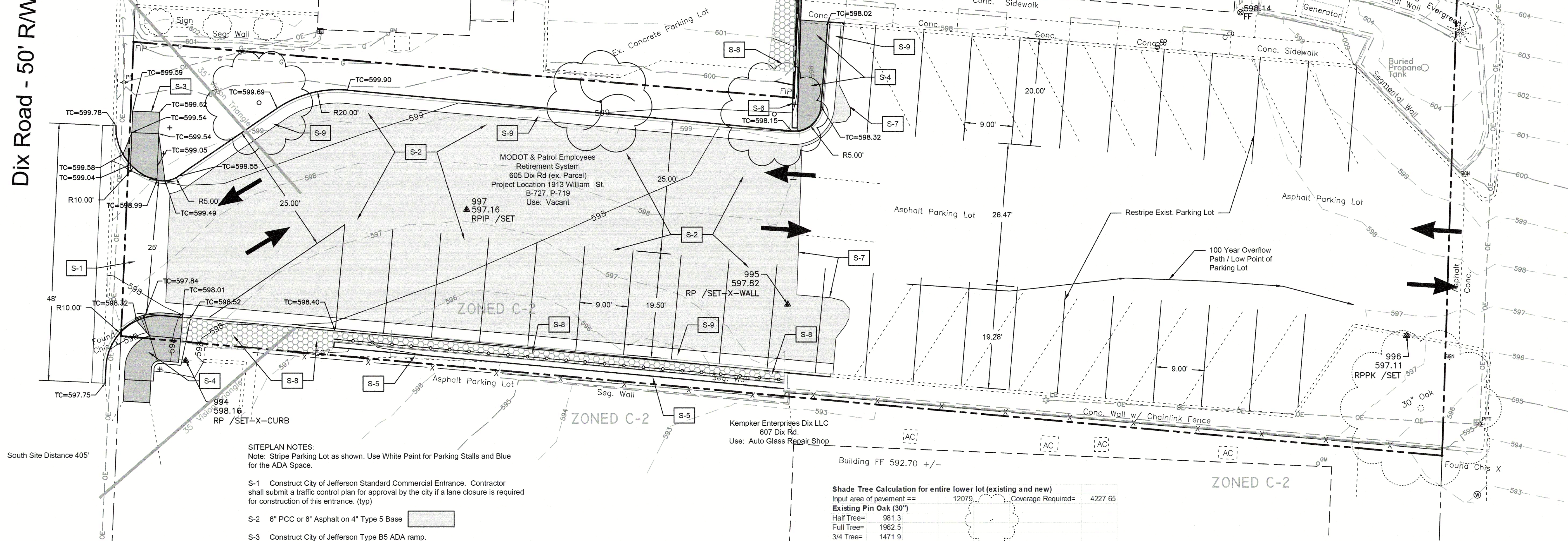


Curtis Ray & Paula Ann Stallings
601 Dix Rd
Use: Daycare





Dix Road - 50' R/W -48' Bk/Bk



Hilda Street - 50.8' R/W -30' Bk/Bk

Note: Stripe Parking Lot as shown. Use White Paint for Parking Stalls and Blue for the ADA Space.

S-1 Construct City of Jefferson Standard Commercial Entrance. Contractor shall submit a traffic control plan for approval by the city if a lane closure is required for construction of this entrance. (typ)

S-3 Construct City of Jefferson Type B5 ADA

S.5 Segmental Block Wall along south property line

Place Pedestrian Guardrail along top of wall for visual barrier for parked cars.
(See details C500)

S-6 Segmental Block Wall along west property at existing stairs. See profile C50.

S-7 Abut new paving (S-2) to existing paving and match existing grades (typ)


S-8 Place 4" of decorative rock, gravel or volcanic rock (no white limestone), in the

area atop a weed barrier

S-9 Concrete curb and gutter.

S-10 Convert existing parking spot on upper level to ADA Parking. Mark stall and install ADA signage (typ)

TC=(Elev) indicates Top of Curb elevation if along the curb line or Top of Concrete along a sidewalk or paving.

Shade Tree Calculation for entire lower lot (existing and new)						
Input area of pavement ==	12079	Coverage Required=		4227.65		
Existing Pin Oak (30")						
Half Tree=					981.3	
Full Tree=					1962.5	
3/4 Tree=					1471.9	
Trees Shown==>>	Full	Half	3/4 Tree	Total Coverage=	1471.9	

Swamp White Oak (<i>Quercus bicolor</i>)				
Half Tree=	981			
Full Tree=	1962			
3/4 Tree=	1471.5			
Trees Shown==>	Full	Half	3/4 Tree	Total Coverage= 2452.5

Red Sunset Maple (Acer Rubrum) "Red Sunset (2.5" Caliper)					
Half Tree=	481				
Full Tree=	962				
3/4 Tree=	721.5				
Trees Shown==>		Full	Half	3/4 Tree	Total Coverage= 481
		0	1	0	
				Total Coverage=	4405.4



CALL BEFORE YOU
DIG - DRILL - BLAST
1-800-344-7483
(TOLL FREE)

MISSOURI ONE CALL SYSTEM, INC.

NOTE: The Contractor will be responsible to call the Missouri One Call System 1-800-344-7483 and have the underground utilities marked or remarked prior to any construction.

NOTE: UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES, HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN.

Space Reserved for Approving Authority

APPROVED

	By:	Date:
Engineering	SMW	11/21/
Planning	EB	11-22-22
Other	MARK	11/22/22

PRINTS ISSUED
August 6, 2022

REVISIONS:
October 11, 2022 – City REV
November 1, 2022 – City REV

CIVIL ENGINEER

**Central Missouri
Professional
Services, Inc.**
2500 E. McCarty Street
Jefferson City, MO 6510
Phone: 573-634-3455



- ENGINEERING
- SURVEYING
- MATERIALS TESTING

Missouri State Certificate of
Authority #001558

Brian K. McMillian, PE - Engineer
MO# PE-2003015009

**Parking Lot Addition
and Improvements**

MODOT and Patrol Employee's Retirement System

1913 William Street
INTERLAKEN, COLE COUNTY, MISSOURI

CMPS JOB No. 21-079

DRN. BY:	CKD. BY:
BKM	BKM

SCALE: 1" = 10'

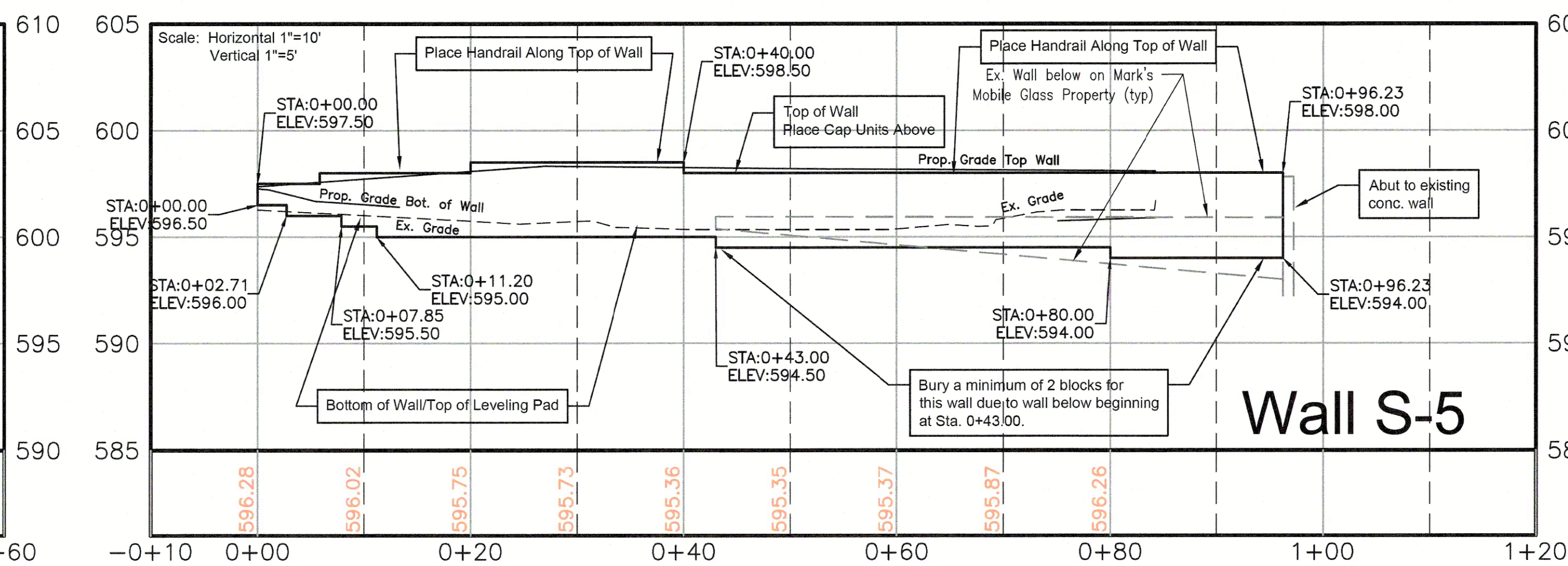
SHEET TITLE

CIVIL SITE
LAYOUT AND
GRADING PLAN

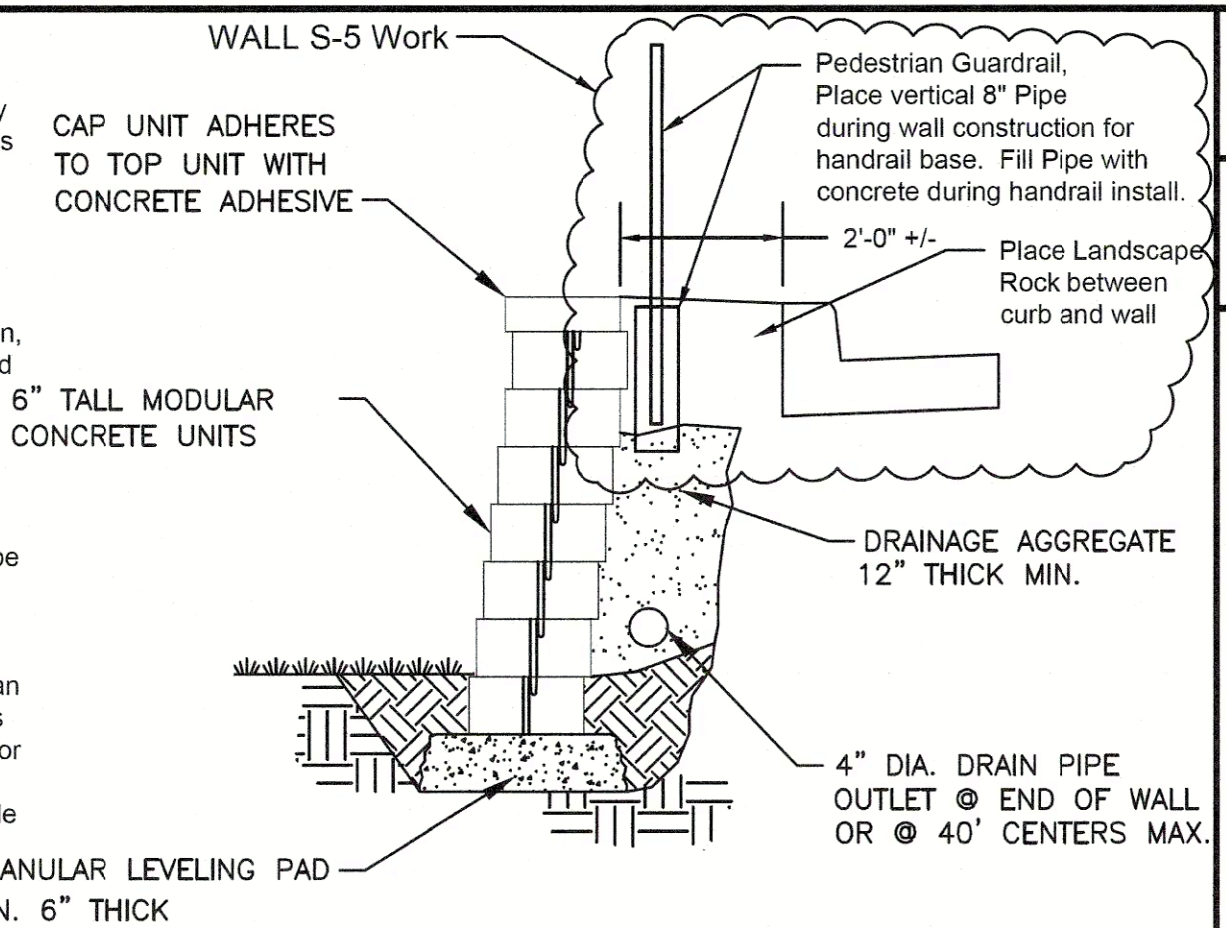
SHEET NUMBER

C101

2 OF 3 SHEETS



1. Construct segmental walls with a gray colored block similar to the other walls on site.
2. Blocks shall be 6" tall Versa-Lok standard wall blocks or similar.
3. Due to the wall heights and orientation, it is not anticipated grid will be needed on either wall.
4. Wall S-6 require work on the neighboring property. The property owner has been contacted and is aware of the work. Contractor shall be responsible for any damage to the existing parking lot on that property.
5. Wall S-5 is to be constructed above an existing segmental wall on the Mark's Messing property. The Contractor should keep heavy equipment away from that wall and shall be responsible for any damage to that wall.



TYPICAL SECTION—UNREINFORCED RETAINING WALL



OF 3 SHEETS