The city of Carterville, Missouri is requesting Statements of Qualifications(SOQ) for engineering services to complete studies related to improvements to the wastewater collection system.

The wastewater system study would involve an evaluation of alternatives to determine the best solutions to the City's wastewater infiltration and inflow (1&1) problems. The project would likely include an investigation of the collection system basins to attempt to quantify the inflow and infiltration in the system and determine a phased approach to remediation of the system. The engineer will be required, at a minimum, to develop a facility plan in accordance with 10 CSR 20-8.110 that will evaluate the wastewater collection system inflow and infiltration problems. The City intends to apply to Missouri Department of Natural Resources for the funding of the study through a Clean Water Engineering Report Grant.

The engineering services required may include planning, design, and/or construction oversight of the project. Facility plans and engineering reports should adhere to 10 CSR 20-8.110 Engineering – Reports, Plans, and Specifications. Funding for the project is through the Missouri Department of Natural Resources’ Financial Assistance Center.

Qualification information provided to the city of Carterville shall include:

A. The specialized experience and technical competence of the firm with respect to the type of services required (10 points);

B. The capacity and capability of the firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project (10 points);

C. 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 (10 points);

D. The firm’s proximity to and familiarity with the area in which the project is located (10 points); and

E. The firm’s professional experience in designing wastewater systems (10 points).

The Statement of Qualifications, hard copies plus one electronic copy, should be submitted no later than 4 P.M., November 3rd, 2025, to the attention of Jonathan Cook, City Administrator at 1200 E. 1st Street, Carterville Missouri 64835.

Selection Process: Once the city of Carterville selects the most qualified firm based on the above qualification evaluation, an engineering agreement will be negotiated. The engineering agreement may include services other than planning, design, and/or construction management including, but not limited to, assistance with securing project financing, assistance with attaining easements or real property, user rate analysis, geotechnical analysis, surveying, or other services as needed.

Interviews: The city of Carterville has not chosen to conduct interviews as part of the selection process

Evaluation Criteria: The city of Carterville may award a total of 50 points. Each required criteria will be scored as follows:

|  |  |
| --- | --- |
| Criteria (from above) | Importance (points) |
| A | 10 |
| B | 10 |
| C | 10 |
| D | 10 |
| E | 10 |

If you have questions about the RFQ please contact Jonathan Cook at 417-673-1341 or admin@cartervillemo.com

The city of Carterville is an Equal Opportunity Employer.