

Request for Qualifications

**City of Sedalia, MO
Sedalia Central WWTF and North WWTF Lift Station
Construction Manager at Risk Services**

Date of Request: June 1, 2026

Qualifications Due By: July 1, 2026, by 2.00 p.m. CST

Written requests for information should be directed to HDR and City be copied:

Hunter Dougan, PE
HDR Engineering, Inc.
Springfield, MO 65804
417-351-6505
Hunter.Dougan@hdrinc.com

Chris Davies
City Engineer
City of Sedalia
208-305-6837
CDavies@sedalia.com

CONTENTS

1	Background	1
1.1	Introduction	1
1.2	Owner’s Objectives	1
2	Project Overview	3
2.1	Project Site and Location	3
2.2	Project Scope.....	4
2.3	Project Budget and Funding.....	4
2.4	Project Permits and Approvals	5
2.5	Project Schedule	5
2.5.1	Project Design Schedule	5
3	CMAR Services	7
3.1	General	7
3.2	Roles and Responsibilities	7
4	Procurement Process	9
4.1	Acknowledgment of RFQ and Respondent Representative	9
4.2	Communications and Owner Contact.....	9
4.3	Procurement Schedule.....	9
4.4	Pre-SOQ Site Tour.....	10
5	SOQ Submission Requirements	11
5.1	Submittal Place and Deadline	11
5.2	Submission Format	11
5.3	Submission Content	11
5.3.1	Transmittal Letter.....	12
5.3.2	Part 1—Executive Summary.....	12
5.3.3	Part 2—CMAR Profile and Key Firms.....	12
5.3.4	Part 3—Project Team Structure and Key Personnel	16
5.3.5	Part 4—Relevant Project Experience	17
5.3.6	Appendix A—Supporting Financial and Company Documentation (SUBMIT UNDER SEPARATE COVER).....	17
5.3.7	Appendix B—Resumes.....	17

6	SOQ Evaluation and Selection	18
6.1	General	18
6.2	Responsiveness.....	18
6.3	Minimum Requirements (Pass/Fail)	18
6.4	Evaluation Criteria.....	19
6.5	Selection of Short List	20
7	Conditions for Respondents	21
7.1	Owner Authority	21
7.2	Ineligible Firms and Individuals	21
7.3	Conflict of Interest	21
7.4	Proprietary Information.....	22
7.5	Rights of the Owner	22
7.6	Obligation to Keep Project Team Intact.....	23
7.7	Addenda.....	23
7.8	Protests.....	23
7.9	Clean Water State Revolving Fund Requirements.....	24
7.9.1	Nondiscrimination in Advertisement	24
7.9.2	SRF	24
7.9.3	MBE/WBE Requirements	24
	Attachment A—Definition of Terms.....	25
	Attachment B—Index of Project Background Documents	26
	Attachment C—Insurance Provisions	27
	Attachment D—Clean Water State Revolving Fund Specification Requirements ...	0

1 Background

1.1 Introduction

This request for qualifications (RFQ) for the Sedalia Central WWTF and North WWTF Lift Station (Project) invites statements of qualifications (SOQs) according to the requirements set forth in this RFQ, including the format and content guidelines in Section 5. The SOQs will be reviewed and evaluated, as described in Section 6, to shortlist at least two (2) qualified Respondents as described in Section 6. After evaluating Respondents' SOQs, City of Sedalia, MO (Owner) intends to issue a request for proposals (RFP) to the short-listed Respondents. The capitalized terms in this RFQ have the meanings as first used in the text of this RFQ and/or as defined in Attachment A (Definition of Terms).

The Project is to be designed and constructed in two phases using the Construction Manager-at-Risk (CMAR) delivery method:

- **Phase I preconstruction services** encompass constructability reviews, value engineering, estimating, and scheduling activities. Phase I is completed when there is agreement on the Project schedule and a guaranteed maximum price (GMP).
- **Phase II construction services**, in which the CMAR assumes the general contractor role, encompass further design review, procurement of subcontractors and vendors, self-performance of certain elements of the construction (where permitted and at the Owner's discretion), and full construction and commissioning.

This CMAR services procurement is conducted in accordance with State of Missouri Revised Statute §67.5050. In no event will the Owner be liable for any costs incurred by any Respondent or any other party in developing or submitting an SOQ.

1.2 Owner's Objectives

By selecting the CMAR delivery method for this Project, the Owner expects the CMAR to collaborate closely with the Owner and its Design Engineer during Phase I to develop a design that achieves the Owner's objectives at a mutually agreeable GMP for delivery of the Project. The Owner also expects the CMAR to construct the Project as designed, within the agreed-on price and schedule, through commissioning and startup. The

following Project-specific objectives are provided to give Respondents a better understanding of the Project and the work to be performed.

- Schedule: Achieve the scheduled project construction completion date of January 2029 as indicated in the Facility Plan dated August 19, 2025, approved by MDNR.
- Risk: Achieve an optimal balance of risk allocation between the Owner and the CMAR.
- Quality: The proposed facilities shall conform to the project design and specifications.
- Safety: Implement an effective safety program incorporating industry best practices.
- Collaboration: Integrate the experience and expertise of the Construction Manager into the design process and to work cooperatively as a Project Team to successfully achieve the City's goals for the project.

2 Project Overview

2.1 Project Site and Location

The City of Sedalia, MO has an existing Central WWTF and North WWTF. The City has decided to decommission the North WWTF and install a new lift station at the North WWTF and new forcemain to convey flows to the Central WWTF. The Central WWTF capacity will be expanded to an average daily flow (ADF) of 4.0 MGD and peak day flow (PDF) of 10.5 MGD. The Central WWTF is shown in the figure below, and the property is currently owned by the City.



2.2 Project Scope

The Project scope includes, but is not limited to, the following:

1. Construction of a new lift station at North WWTF
2. Construction of a new forcemain from North WWTF to Central WWTF
3. Early procurement package(s) for process equipment and materials that have a long lead time, and backfill/preload (if required) for reclaimed area within the existing excess flow holding lagoon at Central WWTF
4. Construction of facility and process improvements at Central WWTF, which may include early demolition package(s) to make room for new facilities
5. Tie-in new forcemain to Central WWTF
6. Decommissioning, demolition, and/or repurposing the abandoned North WWTF facilities

Sludge removal from the existing lagoons at the North WWTF and Central WWTF will be completed under a separate project.

The Facility Plan provided as Attachment B provides additional background information specific to the alternatives analysis performed, anticipated project scope elements, design standards, and technical requirements in more detail. The improvements identified in the Facility Plan are being reevaluated as part of the development of a Basis of Design Report, which will outline the design criteria for the improvements. Some deviations or modifications to the recommendations from the Facility Plan have been documented in the April 21, 2026 Kick-off Meeting PowerPoint slides, which is also included in Attachment B.

2.3 Project Budget and Funding

This project is being financed through the Missouri State Revolving Fund (SRF) by the Water and Wastewater Loan Revolving Fund and federal Capitalization Grants to Missouri. The City is receiving a \$60,000,000 SRF Loan and \$1,500,000 Water Quality Incentive Grant to finance this project. As required by the SRF Loan Program, the project shall comply with the Davis Bacon Act, Missouri Prevailing Wage Law, American Iron and Steel, and several other State and Federal assurance requirements that will be provided when the short-listed firms are notified. The Owner intends to request a BABA exemption, which depends on MDNR approval. Refer to Attachment B – Facility Plan for more details on preliminary cost summary.

2.4 Project Permits and Approvals

Table 1 identifies anticipated permits and approvals required for the Project as well as the respective responsibilities of the Owner and CMAR in obtaining required permits and approvals.

TABLE 1

Permit	Issuing Agency	Status	Responsibility for Obtaining/Supporting Permit Application Process
Construction Permit	MDNR	Not Initiated	City
Sewer Extension Permit	MDNR	Not Initiated	City
Floodplain Development Permit	City	Not Initiated	Design Engineer
Land Disturbance Permit / NOI	MDNR/City	Not Initiated	Contractor
City Building/Construction Permit	City	Not Initiated	Contractor

2.5 Project Schedule

This preliminary schedule seeks to provide adequate time for the procurement of material, equipment, and specialized subcontractors to perform backfill/preload for site preparation, decommission abandoned facilities, and construct the new lift station at the North WWTF, the forcemain conveying North WWTF flows to the Central WWTF, and the improvements to the Central WWTF. Respondents are requested to provide feedback on the proposed schedule for the potential work packages.

2.5.1 Project Design Schedule

Tasks	Anticipated Completion Dates
Basis of Design Report	July 31, 2026
GMP #1 – Long Lead and EFHB Backfill Bid Document	November 20, 2026
GMP #2 – Offsite Conveyance 30% Design	August 21, 2026
GMP #2 – Offsite Conveyance 90% Design	November 6, 2026
GMP #2 – Offsite Conveyance IFC	December 18, 2026
GMP #2 – Offsite Conveyance MDNR	April 2027

Tasks	Anticipated Completion Dates
Review and Final Issued for Construction	
GMP #3 – Balance of Work 30% Design	September 25, 2026
GMP #3 – Balance of Work 60% Design	January 15, 2027
GMP #3 – Balance of Work 90% Design	April 16, 2027
GMP #3 – Balance of Work IFC	May 28, 2027
GMP #3 MDNR Review and Final Issued for Construction	July 2027
Construction Substantial Completion	December 2028
Construction Final Completion	January 2029

An anticipated construction package is provided below, which will be subject to optimization by the selected CMAR contractor.

- Package 1 – Procurement of Long-Lead materials/equipment and EFHB Backfill/Preload
- Package 2 – North WWTF Lift Station / FM Conveyance / Central WWTF Biosolids Dewatering
- Package 3 – Balance of Work

3 CMAR Services

3.1 General

As noted in Section 1, the CMAR will provide services in two distinct phases – Pre-Construction and Construction Phase Services. A Draft Scope of CMAR Services will be provided with the RFP that will fully describe the anticipated CMAR services.

3.2 Roles and Responsibilities

Table 2 below delineates the roles and responsibilities of the Owner and CMAR to ensure Project success.

TABLE 2

Role	Owner	CMAR
Project Management	<ul style="list-style-type: none"> • Make day-to-day decisions • Approve design and construction plans • Manage contracts with Design Engineer and CMAR • Provide Project funding • Approve scope changes • Coordinate with Owner operations 	<ul style="list-style-type: none"> • Single point of contact with the Owner’s Project Manager for construction-related items • Develop and implement Project management and quality management plans • Perform risk management and mitigation activities • Establish and maintain change order management plan • Develop and implement Project health and safety practices • Facilitate resolution of Project issues and challenges
Preconstruction Services	<ul style="list-style-type: none"> • Manage interface between design and construction teams • Review Phase I deliverables and submissions • Furnish existing studies and data including record drawings, preliminary studies, etc. • Provide access to site/easements • Obtain government approvals and permits for which the Owner is responsible • Review Phase II Construction Price Proposal; negotiate Phase II Construction Price Amendment in good faith 	<ul style="list-style-type: none"> • Prepare and maintain a Project cost model and Project schedule • Provide constructability input during Phase I • Prepare equipment and subcontract procurement plan • Develop Phase II Construction Price Proposal, negotiate Phase II Construction Price Amendment in good faith • Provide additional Owner-requested, Project-specific services necessary for Project success.

Role	Owner	CMAR
Construction Services	<ul style="list-style-type: none"> • Participate in construction Project meetings • Monitor construction activities • Coordinate engineering services during construction • Ensure timely responses to construction submittals (e.g., submittals, requests for information, notices, etc.) as defined in the contract 	<ul style="list-style-type: none"> • Deliver constructed work • Manage self-performing and subcontracted work • Manage craft labor • Maintain site safety and security • Coordinate with Design Engineer • Obtain government approvals and permits for which the CMAR is responsible • Provide warranty coverage for constructed work
Commissioning and Startup	<ul style="list-style-type: none"> • Lead the team in the early development of the facility commissioning plan with responsibilities clearly delineated • Manage Design Engineer’s preparation of facility O&M manual • Engage meaningfully in commissioning, startup, and training activities and prepare for hand-off from CMAR 	<ul style="list-style-type: none"> • Coordinate construction activities with and lead assigned testing, commissioning, startup, and training activities, coordinating with Owner’s O&M staff to minimize impacts • Provide timely and complete submission of manufacturer’s equipment O&M materials

As part of the Preconstruction Services, the CMAR shall conduct a bidder’s interest campaign and market assessment to create interest among qualified bidders.

As part of the Construction Services, the CMAR will be responsible for structuring bid packages to encourage increased responsiveness and competitive bidding from the local market. The CMAR will be allowed to self-perform any work package given that a bid is submitted in a transparent and competitive manner.

4 Procurement Process

4.1 Acknowledgment of RFQ and Respondent Representative

Each potential Respondent should provide the Owner, within three (3) days of receipt of this RFQ, an acknowledgment that it has received the RFQ and is a potential Respondent. Such acknowledgment shall identify and provide full contact information for the Respondent representative, who shall be the Respondent’s single point of contact for the receipt of any future documents, notices, and addenda associated with this RFQ. Such acknowledgment must be sent in writing to the Design Engineer. Failure to respond within three (3) days of receipt of this RFQ does not disqualify the Respondent.

4.2 Communications and Owner Contact

All communications shall be submitted in writing or by email and shall specifically reference this RFQ. All questions or comments should be directed to the Design Engineer contact as follows:

Hunter Dougan, HDR
Hunter.Dougan@hdrinc.com

Chris Davies
CDavies@sedalia.org

No oral communications from the Owner contact or other individuals are binding. As part of the pre-SOQ site tours, each Respondent will get an opportunity to meet with the City and Engineer before submission of the SOQ.

4.3 Procurement Schedule

The current procurement schedule is as follows:

- | | | |
|-----------------------------|-------|---------------------|
| • Issue RFQ | _____ | 06/1/2026 |
| • Pre-SOQ Site Tours | _____ | 06/8/2026 at 1:00PM |
| • Deadline for questions | _____ | 06/12/2026 |
| • Issuance of Last Addendum | _____ | 06/15/2026 |
| • Submit SOQ | _____ | 07/01/2026 |

- Short-list/Issue RFP _____ 07/8/2026
- Confidential meetings _____ 07/14/2026 and 07/15/2026
- Submit Proposal _____ 08/05/2026
- Interviews _____ 08/10/2026 and 08/11/2026
- Selection notification _____ 08/12/2026
- Council Approval _____ 08/17/2026
- CMAR Kickoff _____ 08/26/2026

The Respondent will be notified of selection and will be subject to a vote of the City Council for approval.

4.4 Pre-SOQ Site Tour

A non-mandatory pre-SOQ site tour is scheduled for **June 8, 2026 at 1:00PM at the Sedalia Central Wastewater Treatment Plant (2900 W Main St, Sedalia, MO 65301)**. The pre-SOQ site tour will allow attendees an opportunity to familiarize themselves with site conditions and constraints. Respondents shall advise the Owner contact of the names of individuals who will attend the site tour before June 8, 2026.

5 SOQ Submission Requirements

5.1 Submittal Place and Deadline

SOQ must be received no later than 2 pm CST on July 1, 2026, addressed to:

Jason Myers, City Clerk
200 S. Osage Ave.
Sedalia, MO 65301
jmyers@sedalia.com

Provide one electronic copy (provided on a flash drive or by email) of the SOQ (not including Appendix A) in PDF format.

Each Respondent assumes full responsibility for timely delivery of its SOQ at the required location. **Any SOQ received after the submittal deadline will be deemed nonresponsive and returned.**

5.2 Submission Format

The SOQ shall be bound and formatted as follows:

- **Page limit:** The SOQ must not exceed twenty-five (25) total pages, excluding the transmittal letter, index or table of contents, front and back covers, title pages/separation tabs, and appendices. The SOQ may include up to two (2) 11 × 17 trifold format; each 11 x 17 counts as two pages.
- **Electronic version:** The submitted PDF must contain bookmarks for each section listed in Section 5.3.
- **Front Cover:** SOQ front cover shall be labeled:

[RESPONDENT NAME]

PROJECT TITLE: SEDALIA CENTRAL WWTF AND NORTH WWTF LIFT STATION

[PROJECT NUMBER, IF USED]

STATEMENT OF QUALIFICATIONS

[DATE OF SUBMITTAL]

5.3 Submission Content

The content requirements set forth in this RFQ represent the minimum content requirements for the SOQ. It is the Respondent's responsibility to include information in

its SOQ to present all relevant qualifications and other materials. The SOQ, however, should not contain standard marketing or other general materials. It is the Respondent's responsibility to modify such materials so that only directly relevant information is included in the SOQ.

The SOQ must include the following information in the order listed:

- Transmittal Letter
- Part 1—Executive Summary
- Part 2—CMAR Profile and Key Firms
- Part 3—Project Team Structure and Key Personnel
- Part 4—Relevant Project Experience
- Appendix A—Supporting Financial and Company Documentation
- Appendix B—Resumes

5.3.1 Transmittal Letter

Respondents must submit a transmittal letter (maximum two pages) on the Respondent's letterhead. It must be signed by a representative of the Respondent who is authorized to sign such material and to commit the Respondent to the obligations contained in the SOQ. The transmittal letter must include the name, address, phone number, and email address for the Respondent representative and must specify who would be the CMAR's signatory to any contract documents executed with the Owner. The transmittal letter may include other information deemed relevant by the Respondent.

5.3.2 Part 1—Executive Summary

The executive summary (maximum three pages) must include a concise overview of the key elements of the SOQ. The executive summary shall not be used to convey additional information not provided elsewhere in the SOQ.

5.3.3 Part 2—CMAR Profile and Key Firms

A detailed and complete description of the CMAR and Key Firms must be provided in Part 2 of the SOQ.

CMAR Profile

Required information applies to the CMAR and not to Key Firms (subconsultants/subcontractors). In the case of a joint venture, both parties must provide requested information. The CMAR profile must include the following information:

- **General Information.** Provide general information about the CMAR, such as lines of business and service offerings, locations of home and other offices, number of employees (professional and nonprofessional), years in business, and evidence of required licenses. Provide licenses in Appendix A (Supporting Financial and Company Documentation) of the SOQ.
- **CMAR Legal Structure.** Identify whether the CMAR is organized as a corporation, limited liability company (LLC), general partnership, joint venture, limited partnership, or other form of legal entity. Describe how the CMAR has used this structure, or a similar structure, to deliver similar projects. As applicable, identify the owners of the CMAR (e.g., shareholders, members, partners, and the like) who hold an interest of 10% or more in Appendix A (Supporting Financial and Company Documentation).
- **Project Office Location.** Identify where the CMAR intends to maintain its Project office(s) and the location where the construction management work will be performed.
- **Safety.** Provide a summary description of the CMAR's corporate safety program and include safety statistics or records indicating categories of accidents and their incidence or frequency rates for the past three years. The following safety records must be provided for the CMAR for the current and past three years:
 - **The experience modification rate (EMR) calculated by the National Council on Compensation Insurance or similar rating bureau.** (The EMR is also referred to as the experience modification rating, experience modification factor, experience modifier or X-mod.) Where this value is greater than the industry average of 1.0, Respondent may provide mitigating information to explain the reasons for the EMR rating in Appendix A (Supporting Financial and Company Documentation).
 - **The days-away-from-work injury incidence rate.** A day-away-from-work injury is an injury that prevents an employee from returning to his or her next regularly scheduled shift. The incidence rate is calculated by multiplying the number of days-away-from-work injuries for the particular year by 200,000 and then dividing the product by the person-hours worked for that year.

CMAR Business Profile

Each responsive SOQ will be reviewed to determine whether it meets the minimum requirements outlined in this subsection. At its sole discretion, the selection committee may waive any failure to satisfy such requirements and may request clarification or additional information to address any questions that may arise in this regard. Any SOQ that does not satisfy the following minimum requirements may be rejected.

The SOQ must provide the following additional information pertaining to factors or events that have the potential to adversely impact the CMAR's ability to perform its contractual commitments. If any of the questions below are answered in a manner that indicates that any of these unfavorable factors or events are present, it is the Respondent's responsibility to: (1) describe in detail the unfavorable factor or event and (2) provide sufficient information to demonstrate that the unfavorable factor or event will not adversely impact the Respondent's ability to perform its contractual commitments. Include the following information in Appendix A (Supporting Financial and Company Documentation):

- **Financial Condition.** Provide financial statements for the CMAR for the past three years and quarterly financial statements, certified by the chief financial officer, for the current year. For publicly traded companies, reference to U.S. Securities and Exchange Commission 10-K filings and any recent 10-Q findings are adequate. For entities that are not publicly traded, provide audited financial statements for the same period. If the CMAR is a joint venture, LLC, or partnership, such financial statements must be provided for each partner or member.
- **Payment and Performance Bonds.** Provide a letter issued by the CMAR's surety company to verify the availability of a bond of at least \$61,500,000 for this Project. The surety must be authorized by law to do business in the State of Missouri and must have an A.M. Best Company Financial Strength Rating (FSR) of A-V-II or better. The surety company must be listed in the U.S. Department of Treasury's Circular 570.
- **Insurance.** Provide a letter from the CMAR's insurance company or broker stating its ability to acquire and provide the minimum limits for the required insurance provided in Attachment C (Insurance Provisions). The required insurance must be obtained and maintained from insurance companies that have an A.M. Best Rating of "A-VII" or better and are duly licensed or authorized in Missouri.
- **Legal Proceedings and Judgments.** List and briefly describe any pending or past (within five years) legal proceedings and judgments, or any contingent liability that could adversely affect the financial position or ability to perform contractual

commitments to Owner. If no such proceedings or judgments are listed, provide a sworn statement to that effect from the CMAR's general counsel.

- **Completion of Contracts.** Has the CMAR failed to complete any contract, or has any contract been terminated due to alleged poor performance or default within the past 10 years? If so, describe the circumstances.
- **Debarred from Bidding.** Has the CMAR been debarred within the past 10 years, or is it currently under consideration for debarment on public contracts by the federal government or by any state? If so, describe the circumstances.
- **Licensing.** The selected CMAR for this project must be authorized to do business in the State of Missouri. If the selected CMAR is a corporation organized outside the State of Missouri, it shall review its authorization with the State of Missouri and, if necessary, file the required documentation with the State of Missouri in order to receive authorization to do business in the State of Missouri. The CMAR must furnish evidence to the City of their authority to do business in the State of Missouri. The CMAR and all sub-contractors performing construction work on this project will be required to meet all licensing requirements of the City.
- **Anti-Discrimination Against Israel.** Pursuant to 34.600, RSMo., the CMAR shall affirm by written certification that the company is not currently engaged in and shall not, for the duration of the contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel.
- **OSHA training.** Pursuant to 292.675, RSMo., the selected CMAR shall provide a ten-hour Occupational Safety and Health Administration (OSHA) construction safety program for their on-site employees which includes a course in construction safety and health approved by OSHA or a similar program approved by the department which is at least as stringent as an approved OSHA program, unless such employees have previously completed the required program. All employees who have not previously completed the program are required to complete the program within sixty (60) days of beginning work on such construction project. The CMAR shall forfeit as a penalty to the public body on whose behalf the contract is made or awarded, two thousand five hundred dollars (\$2,500) plus one hundred dollars (\$100) for each employee employed by the contractor or subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training. Such penalty shall not accrue until employees are afforded twenty (20) days to produce such documentation. If documentation cannot be produced, the employee shall be subject to removal from the project.

- **Immigration Affidavit.** Pursuant to 285.530, RSMo., the selected CMAR must affirm, by sworn affidavit and provision of documentation, its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. The selected CMAR shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

Key Firms

Identify and provide general information for any Key Firms (such as subcontractors and sub-consultants) included on the Project Team. Include EMR safety records for the current and past three years for each Key Firm anticipated to be responsible for construction activities.

5.3.4 Part 3—Project Team Structure and Key Personnel

Describe the structure and management of the Project Team. Note that any change in the Key Firms or Key Personnel included in the SOQ are subject to the provisions outlined in Section 7.6 (Obligation to Keep Project Team Intact), which requires Owner approval of such changes.

Project Team Structure

Describe the scope of the CMAR's and each Key Firm's services and responsibilities. Include organizational chart(s) showing reporting relationships and responsibilities of the CMAR and Key Firms during Phases I and II.

Key Personnel Experience and Qualifications

- Include organizational chart(s) identifying all Key Personnel (and their firm affiliations) and showing reporting relationships of all Key Personnel (along with their firm affiliations) during Phases I and II.
 - Respondents may identify additional Key Personnel they deem to be critical to Project success.
- Describe Key Personnel individual qualifications and experience and how it aligns with their proposed role. Specifically discuss Project Manager's experience leading similar teams.
- Provide resumes for all Key Personnel in Appendix B (Resumes). Resumes must be limited to two pages per individual and include:
 - Academic and professional qualifications
 - Professional registration (as applicable)

- Tenure with organization and industry
- Experience as it relates to the Project and to the individual’s specified role on the Project
- Experience with collaborative delivery methods
- How the individual is expected to contribute to the success of the project

5.3.5 Part 4—Relevant Project Experience

- Describe the performance history and experience of the Project Team on similar projects, including a description of past working relationships.
- The Respondent shall submit a minimum of four (4) and up to eight (8) reference project descriptions to demonstrate relevant experience with projects of similar scope and scale for municipal clients in the United States, completed in the last five (5) years, with a preference for collaborative delivery projects. Each project is limited to one (1) page; additionally, one (1) overview or summary page can be provided if desired. Each project description shall contain at least the following information:
 - Project name and location
 - Name of owner
 - Owner reference and contact information
 - Delivery model
 - Role of Respondent and/or Key Firm(s)
 - Initial and final contract value and reason for change
 - Scheduled and actual completion dates
 - Description of the project showing relevance to this project
 - Names of Key Personnel that participated in project that are included in this SOQ, along with a clear description of the roles and responsibilities of each
- Provide a one-page summary table to cross-reference the Project Team (CMAR, Key Firms, and Key Personnel) with participation in the reference projects.

5.3.6 Appendix A—Supporting Financial and Company Documentation (SUBMIT UNDER SEPARATE COVER)

Appendix A must include all information required in Section 5.3.3 of this RFQ.

5.3.7 Appendix B—Resumes

Appendix B must include resumes for all Key Personnel in SOQ, per requirements of 5.3.4.

6 SOQ Evaluation and Selection

6.1 General

The SOQs will be reviewed and evaluated by the Owner's selection committee (with assistance provided by outside advisors if desired by Owner) according to the requirements and criteria outlined in this Section 6. During the SOQ evaluation process, written questions or requests for clarifications may be submitted to one or more Respondents regarding its SOQ or related matters. Failure to respond in a timely manner to any such questions or requests may be grounds for the elimination of a Respondent from further consideration.

6.2 Responsiveness

Each SOQ will be reviewed to determine whether it is responsive to the RFQ. Failure to comply with Section 5.0 of this RFQ may result in rejection of the SOQ as non-responsive. At its sole discretion, however, the selection committee may waive any such failure to meet a requirement of this RFQ and may request clarification or additional information to remedy a deficiency.

6.3 Minimum Requirements (Pass/Fail)

Each responsive SOQ will be reviewed to determine whether it meets the minimum requirements outlined in this subsection. At its sole discretion, the selection committee may waive any failure to satisfy such requirements and may request clarification or additional information to address any questions that may arise in this regard. Any SOQ that does not satisfy the following minimum requirements may be rejected.

- Financial condition of CMAR
- Ability of the CMAR to demonstrate it has bonding capacity in the amount of \$61,500,000
- Ability of the CMAR to demonstrate it can provide the required insurance coverage
- Legal proceedings and judgments
- Completion of contracts
- Debarment status
- Licensing and registration. The CMAR and other Key Firms included in the SOQ must be licensed in Missouri for the type of work to be performed.

6.4 Evaluation Criteria

The selection committee will evaluate and rank the responsive SOQs that satisfy the minimum requirements by applying the weighted comparative evaluation criteria set forth below. Respondents will also be required to demonstrate they meet certain minimum qualifications indicated as pass/fail elements.

Transmittal Letter	Not Scored
Part 1—Executive Summary	Not Scored
Part 2—CMAR Profile and Key Firms	
• Scored Criteria	[20%]
○ CMAR Profile	
▪ General information	
▪ CMAR legal structure	
▪ Project office location	
▪ Safety	
○ Key Firms	
▪ General information	
▪ Safety	
• Pass/Fail Criteria	Pass/Fail
○ Financial condition	
○ Performance and payment bonds	
○ Insurance	
○ Legal proceedings and judgments	
○ Completion of contracts	
○ Debarment	
○ Licenses	
Part 3—Project Team Structure and Key Personnel	[35%]
• Project team structure	
• Key Personnel experience and qualifications	
Part 4—Relevant Project Experience	[45%]
• Performance history and experience	
• Relevant project experience	
Appendix A—Supporting Financial and Company Documentation	Scored as part of Part 2
Appendix B—Resumes	Scored as part of Part 3

6.5 Selection of Short List

After the evaluation process is complete, the Owner will notify Respondents of the rankings. The top-ranked Respondents will be selected for inclusion in the shortlist of Respondents who will receive the RFP.

7 Conditions for Respondents

7.1 Owner Authority

The City of Sedalia, Missouri (the "Owner"), is a political subdivision of the State of Missouri and operates under the authority granted by the Missouri Constitution, the Revised Statutes of Missouri, and the Municipal Code of Sedalia. As a third-class city, the Owner possesses all rights and powers afforded to municipalities under Missouri law, including the authority to construct, own, operate, and maintain public infrastructure, including wastewater treatment facilities. The Owner has the authority to engage in contracts for professional services and construction under applicable state laws, including but not limited to Chapter 67 (Public Contracts), Chapter 70 (Cooperation Contracts), and Chapter 88 (Public Improvements) of the Revised Statutes of Missouri. In addition, the Owner is authorized to utilize alternative project delivery methods, including Construction Manager at Risk (CMAR) services, under Missouri Revised Statutes § 67.5050 to § 67.5065.

7.2 Ineligible Firms and Individuals

The following firms and individuals are serving in an advisory capacity to the Owner for this Project and are therefore not eligible to assist or participate with any Respondent that submits an SOQ.

1. HDR Engineering Inc.

7.3 Conflict of Interest

Respondents to this Request for Qualifications (RFQ) must disclose any actual, apparent, or potential conflicts of interest that may exist in providing services to the City of Sedalia. A conflict of interest includes, but is not limited to, financial, personal, or professional relationships with City officials, employees, or other parties that could influence or appear to influence the performance of services under this engagement. Failure to disclose a known conflict of interest may result in disqualification from consideration or termination of any resulting agreement. The City reserves the right to determine whether any disclosed conflict of interest is sufficient to disqualify a respondent from participation in this procurement process.

7.4 Proprietary Information

All materials submitted to the Owner become public property and are subject to disclosure laws of the State of Missouri. If the SOQ contains proprietary information that the Respondent does not want disclosed, each page containing such information must be identified and marked "PROPRIETARY" at the time of submittal. Owner will, to the extent provided by law, endeavor to protect such information from disclosure. Failure to identify proprietary information will result in all unmarked sections being deemed nonproprietary and available upon public request. Respondents shall not be permitted to mark the entire SOQ as proprietary.

7.5 Rights of the Owner

In connection with this procurement process, including the receipt and evaluation of SOQs and development of the short list, the Owner reserves to itself (at its sole discretion) all rights available to it under applicable law, including without limitation, with or without cause, and with or without notice, the right to:

- Cancel, withdraw, postpone, or extend this RFQ, in whole or in part, at any time prior to the execution of the CMAR Contract, without incurring any obligations or liabilities.
- Modify the procurement schedule.
- Waive deficiencies, informalities, and irregularities in an SOQ and accept and review a nonconforming SOQ.
- Suspend and terminate the procurement process or terminate evaluations of SOQs received.
- Permit corrections to data submitted with any SOQ.
- Hold meetings and interviews, and conduct discussions and correspondence, with one or more of the Respondents to seek an improved understanding of any information contained in an SOQ.
- Seek or obtain, from any source, data that has the potential to improve the understanding and evaluation of the SOQs.
- Seek clarification from any Respondent to fully understand information provided in the SOQ and to help evaluate and rank the Respondents.
- Reject an SOQ containing exceptions, additions, qualifications, or conditions not called for in the RFQ or otherwise not acceptable to the Owner.
- Conduct an independent investigation of any information, including experience,

included in an SOQ by contacting Project references, accessing public information, contacting independent parties, or any other means allowed by law.

- Request additional information from a Respondent during the evaluation of its SOQ.

7.6 Obligation to Keep Project Team Intact

Owner expects all firms and Key Personnel proposed to be available to provide services for this Project. Respondents are advised that all Key Firms and Key Personnel identified in the SOQ shall remain on the Project Team for the duration of the procurement process and execution of the Project. Following announcement of the short list, Respondents shall not substitute a Key Firm or an individual filling a Key Personnel position, except in unavoidable circumstances. In such circumstances the Respondents shall notify the Owner in writing, and the Owner may rescore, and re-rank, and thereafter decide whether the Respondent may continue to compete in the selection process.

Key Personnel are committed to the Project and changes may not be accepted, unless they no longer work for the firm or Owner otherwise agrees that a change is appropriate. (The anticipated dates for award of the CMAR Contract and for completion of the Project are set forth in Subsection 2.5 of this RFQ.) If extraordinary circumstances require a change, it must be submitted in writing to the Owner contact, who, at its sole discretion, will determine whether to authorize a change, recognizing that certain circumstances (such as termination of employment) may occur that are beyond the CMAR's control. Unauthorized changes to the Project Team at any time during the procurement process may result in elimination of the Respondent from further consideration.

7.7 Addenda

If any revisions to the RFQ or procurement process become necessary or desirable (at the Owner's sole discretion), the Owner may issue written addenda. The Owner will issue any such addenda, and it is each Respondent's responsibility to obtain all addenda prior to submitting its prior to submission of SOQ.

7.8 Protests

Any protest to an Owner's action in connection with this procurement must be filed in writing no later than five (5) business days following such action and must be in strict accordance with the Owner's applicable procedures and with applicable law.

7.9 Clean Water State Revolving Fund Requirements

Required statements in Advertisement for Bids.

7.9.1 Nondiscrimination in Advertisement

The “Advertisement for Bids” must contain the following paragraph:
“Bidders on this work will be required to comply with the President’s Executive Order Number 11246. Requirements for bidders and contractors under this order are explained in the specifications.” Refer to Attachment D.

7.9.2 SRF

All requests for proposals and bid solicitation must include the following statement:
“This project is being financed through the Missouri State Revolving Fund, by the Water and Wastewater Loan Revolving Fund and federal Capitalization Grants to Missouri.”

7.9.3 MBE/WBE Requirements

All bid advertisements and invitations to bid must contain the following statement:
“The SRF Loan Applicant, City of Sedalia, MO is an Equal Opportunity Employer and invites the submission of bids from Disadvantaged Business Enterprises.”

Attachment A—Definition of Terms

The definitions of some of the terms used in this RFQ are presented below:

CMAR—Both the construction management at-risk delivery method and the entity that will enter into the CMAR Contract with the Owner and that will be the single point of accountability to the Owner for delivery of the services and the Project. The term “CMAR” can refer to either a single entity or a joint venture.

Design Engineer—The engineering firm that will provide professional design services and have responsible charge of the design, including preparation of the construction documents.

Key Firms—Firms fulfilling the key roles that must be identified in Respondent’s SOQ and are committed to work on the Project if Respondent is selected as the CMAR.

Key Personnel—The individuals, employed by the CMAR or Key Firms included on the Project Team, who would fill certain key roles in delivery of the Project and related services, including the positions described in the RFQ.

Minimum Requirements—The requirements set forth in Subsection 6.3 of this RFQ that, at a minimum, must be satisfied (or waived by the Owner) in order for the SOQ to be evaluated and ranked according to the comparative evaluation criteria.

Owner—City of Sedalia, MO

Project—Sedalia Central WWTF and North WWTF Lift Station

Project Team—The CMAR, Key Firms (such as subcontractors and subconsultants), and Key Personnel identified in the Respondent’s SOQ.

Respondent—The CMAR entity responding to this RFQ by submitting an SOQ.

Statement of Qualifications (SOQ)—A response to this RFQ, submitted by a Respondent for the Project.

Attachment B—Index of Project Background Documents

Respondents shall review the index of Project background documents to support SOQ development. The Owner may also update the index of Project background documents from time to time with new information via addenda to the RFQ, RFP, or during Phase I.

Document Number	Document Title
1	Facility Plan
2	Updated PowerPoint Slides from April 21, 2026 Kick-off Meeting with City

Attachment C—Insurance Provisions

**EXHIBIT
INSURANCE AND SURETY REQUIREMENTS**

I. INSURANCE REQUIREMENTS.

The CMAR shall obtain, pay for, and maintain, at all times during the performance of the Work until final acceptance thereof, or for such other duration as required, policies of insurance as set forth below, in form and substance acceptable to the Owner.

A. General Insurance Terms and Conditions.

1. Subcontractor Insurance. Except with the Owner's prior written approval or as otherwise provided herein, insurance of the same types and levels of coverage to that required of the CMAR, other than Umbrella Liability Insurance, shall be furnished by all Subcontractors to cover their operations performed under any Agreement. The CMAR shall maintain Certificates of Insurance from all Subcontractors and make them available to the Owner upon request. The term "Subcontractor" shall include a Subcontractor of any tier.

2. Insurer Requirements, Ratings and Forms. All insurance policies shall be issued by insurance companies rated no less than A- VII in the most recent "Bests" insurance guide, and admitted in the State of Missouri. Except as otherwise specified in the Contract Documents, all such policies shall be in such form and contain such provisions as are generally considered standard for the type of insurance involved.

3. Claims Made Policies. If coverage is written on a claims-made basis for any of the policies required by this Agreement, the CMAR must maintain the coverage for a minimum of two (2) years from the date of final completion of all work under the Agreement.

4. Premium and Deductible Expenses. The CMAR shall be responsible for all premiums and retention or deductible expense for any and all policies required by this Agreement.

5. Additional Insured. Without limiting any rights set out in the Contract Documents, and with the exception of the workers' compensation, employer's liability, and professional liability policies, all liability policies shall name the Owner and the Owner's Representative as additional insureds. All such liability policies carried and maintained by the CMAR must be endorsed to be primary to any liability insurance policies carried by the Owner with respect to the CMAR's operations hereunder. Insurance for the additional insureds shall extend to Products/Completed Operations and be as broad as the insurance for the named insured, including defense expense coverage, and shall apply as primary and non-contributory insurance before any other insurance or self-insurance, including any deductible, maintained by, or provided to, the additional insured(s).

6. Waiver of Subrogation. Where allowed by law, waivers of subrogation shall be provided in favor of the Owner, its agents, representatives, officers, officials, and employees, and the additional insureds under the applicable policies, with regard to Commercial General Liability,

the Umbrella/Excess Liability, Business Automobile Liability, and Employer's Liability policies required to be furnished and maintained by the CMAR.

7. No Limitation on Liability. The amounts and types of insurance coverage required to be provided by the CMAR and Subcontractors herein, including any limitation on the CMAR's obligation to include Owner and related parties as additional insureds on the CMAR's liability policies, shall not be construed to be a limitation on the part of the CMAR or any of its Subcontractors.

B. Specific Coverage Requirements.

1. Commercial General Liability ("CGL"). The CMAR shall maintain CGL coverage written on ISO Occurrence form CG00 01 or an industry equivalent, which shall cover liability arising from Personal Injury, Bodily Injury, Property Damage, Premises and Operations, Products and Completed Operations, Contractual Liability, Independent Contractors and Advertising Injury. The policy limits shall not be less than the following:

- Each occurrence \$1,000,000
- General aggregate \$2,000,000
- Personal and Advertising Liability \$1,000,000
- Products/Completed Operations Aggregate \$2,000,000

Sovereign Immunity. The procurement of insurance shall not be construed to waive the sovereign immunity, or any other immunity or defense, available to the City, its officials, employees, and agents. The sovereign immunity limits are as follows:

- All claims arising out of a single accident or occurrence \$3,547,658
- Any one person in a single accident or occurrence \$532,148

The policy shall contain an endorsement that modifies the general aggregate to apply separately to each project. The CMAR shall maintain the Products and Completed Operations liability coverage for a period of at least two (2) years after completion of all work under the Agreement.

2. Business Automobile Liability ("BAL"). The CMAR shall maintain BAL coverage written on ISO form CA 00 01 or an industry equivalent. Coverage shall be applicable to all autos and other vehicles subject to compulsory auto liability laws that are owned, hired, rented or used by the CMAR and include automobiles not owned by but used on behalf of the CMAR. The BAL policy limits shall not be less than the following:

- Combined single limit \$1,000,000

3. Workers' Compensation/Employer's Liability. The CMAR shall maintain workers' compensation and employer's liability coverage with policy limits not less than the following:

- Workers' Compensation (Coverage Part A)
 - Statutory
- Employer's Liability (Coverage Part B)
 - \$100,000 each accident
 - \$500,000 disease – policy limit
 - \$100,000 disease – each employee

4. Professional/Errors & Omissions Liability. The CMAR shall maintain professional liability insurance covering errors and omissions, including coverage for economic damages arising from the professional services provided by the CMAR under the Agreement, with limits of insurance not less than:

Each occurrence	\$1,000,000
Policy aggregate	\$1,000,000

The policy may not contain separate restrictions for:

- Pollution related losses arising from the insured professional services; or
- Provisions which would limit the scope of coverage for service performed under the Agreement in subsequent renewals of the professional liability insurance during the performance period or during the five (5) year period after the completion of Work under the Agreement.

In the event coverage is provided on a claims-made basis, the professional liability insurance shall be maintained for a period of not less than two (2) years after completion of the Agreement or, in lieu thereof, the CMAR shall purchase tail coverage (extended reporting period).

5. Builders Risk/Installation Floater. The CMAR shall maintain property insurance, including coverage for the full repair and replacement, for the full insurable value of property being installed, transported, and handled at the work site, temporary locations, and in transit. Such coverage shall be written on a special cause of loss form, and shall cover the perils of water damage (excluding flood) and earthquake. The policy limits shall not be less than the following:

• Property/Builders Risk	Contract Price
• Transit and temporary locations	20% of Contract Price
• Engineer, architect or other professional fees	10% of Contract Price

The policy shall also:

- Include insurance for Boiler/Machinery Breakdown, including testing and start-up operations, on a broad form basis;
- Allow for partial utilization of the Work by the Owner; and
- Include the interests of the Owner, the CMAR, Subcontractors and Sub-subcontractors in the Project, and such other parties as mutually agreed by the Parties to have an insurable financial interest in the Project.

6. Commercial Excess/Umbrella Liability (“CEL”). The CMAR shall maintain CEL coverage, written on a follow form basis, covering liability in excess of the CMAR’s underlying Commercial General Liability, Business Automobile Liability, and Employer’s Liability policies. The CEL coverage shall be no less broad than the underlying coverage forms, and the maximum self-insured retention under the policy shall be \$25,000 for each occurrence. The policy limits shall not be less than the following:

- Each occurrence 125% of the Contract Price
- General aggregate 125% of the Contract Price

7. Riggers Liability. If the Work includes the provision of crane services, then the CMAR’s Commercial General Liability policy shall be amended to apply with minimum limits of liability to insure against bodily injury and property damage arising from the crane operations. The policy shall include coverage for Rigger’s Liability and shall not exclude coverage for damage to property being lifted. The policy limits shall not be less than the following:

- Each occurrence Bodily Injury and Property Damage \$2,000,000
- Personal Injury \$2,000,000
- Aggregate for Products - Completed operations \$2,000,000
- General aggregate \$2,000,000

Subcontractor’s coverage for crane services may be provided either by the subcontractor’s own policy, or by the policy of a lower tier contractor providing such crane services for the subcontractor. The policy shall include a per project general aggregate.

II. SURETY REQUIREMENTS

A. The CMAR shall furnish a Performance Bond and a Payment Bond meeting all applicable requirements of state law, written by a surety on bond forms satisfactory to the Owner and complying with the specific requirements of the Contract Documents, including the requirements forth below.

B. The CMAR shall deliver the bonds not later than ten (10) days after execution of the Agreement, or before the Work commences, whichever is earlier.

C. Bonds shall guarantee the faithful performance of all the covenants, stipulations, and agreements of the Agreement. Bonds shall be signed by an agent resident in the State of Missouri and date the date of bond shall be the date of execution of the Agreement.

D. Each bond shall be in a penal sum which is not less than the Contract Price.

E. All bonds shall be originals. The CMAR shall require the attorney-in-fact who executes the required Bonds on behalf of the Surety to affix thereto a certified copy of the power-of-attorney. The name, address, and telephone number of a contact person for the bonding company shall be provided.

Attachment D—Clean Water State Revolving Fund Specification Requirements

For use by the selected CMAR Contractor