

**City of Pittsburg KS**  
**Department of Public Works & Utilities**  
**Request for Qualifications (RFQ)**

The City of Pittsburg is seeking qualified consulting firms for pre-construction engineering and project management for the Free Kings Highway and East Quincy Street Intersection Improvement Project.

**Project Name: Free Kings Highway and Quincy Intersection Improvements:**

**Schedule and Deadlines:**

Qualifications are due on or before **June 30<sup>th</sup> 2026 by 4:00 pm** to be delivered, mailed or emailed to:

Jacob Bennett  
The City of Pittsburg  
Deputy City Clerk  
201 W 4<sup>th</sup> Street  
PO Box 688  
Pittsburg, KS 66762  
[jacob.bennett@pittks.org](mailto:jacob.bennett@pittks.org)

**Anticipated Schedule for Subsequent Events:**

- RFQ Due: 6/30/2026
- Evaluate RFQ: 7/8/2026
- Negotiations with Highest Ranking Firm: 7/29/2026
- Commission Award: 8/11/2026
- Notice to proceed: 9/7/2026

**Project Description:**

- The City seeks a consultant licensed to perform work in Kansas to provide the following professional engineering design services:
  - Develop plans for the reconstruction of the intersection of South Free Kings Highway/South 240<sup>th</sup> Street and East Quincy Street/East 540<sup>th</sup> Avenue. The typical road section shall be a 24-foot-wide, 9-inch-thick concrete pavement on an 8-inch-thick aggregate base and 4-foot-wide aggregate shoulders. This will cover 600 feet along Free Kings Highway and 150 feet along Quincy
  - Determination of rights-of-way and property monumentation of all property corners along the project limits.
  - Design and provide drainage improvements with the plans as needed
  - Develop erosion control plans for the construction of infrastructure improvements.
  - Determine construction phasing and traffic control plans for the project. This project may need to be done in phases to maintain access.
  - Work closely with the City and the Utility Companies to determine any necessary relocations.

## **Evaluation Factors**

Technical proposals will be evaluated based on the factors listed below to rank the most qualified firm in order of preference as first, second, third, etc. If determined necessary by the City of Pittsburg, a Preliminary Review Committee will be formed to reduce the number of firms evaluated to no fewer than three (3) and no more than five (5). Reasons for exclusion from evaluation will be: size and/or qualifications; experience of personnel available for project; current uncompleted work or distribution of work; performance; no response from firm; or other reason. Firms excluded from short list will be notified as to reason for exclusion.

Factors for evaluation and weight: 1. Ability to perform the desired services within the time prescribed – 15 pts; 2. Past performance of firm – 15 pts; 3. Training of staff – 15 pts; 4. Previous experience with similar work and knowledge of project procedures – 15 pts; 5. Commitment of resources that could limit performance (ex.: staff, equipment) – 15 pts; 6. Firm's familiarity with project area – 15 pts; 7. Accessibility of firm's office – 10 pts. The highest ranked firm will be asked to enter into negotiations with The City for an agreement. In the event the City cannot reach agreement with the ranked firm, it will terminate negotiations with the said firm and commence negotiations with the next highest ranked firm, and so on, until an agreement is reached for a satisfactory scope of services for a fair and reasonable number of hours, or the City decides to pursue other alternatives.

## **Contract Terms and Conditions**

The successful firm will be required to enter into a written contract with the City.

## **Instructions for Technical Proposal**

Note: No costs shall be contained in the proposal.

The main text of consultant's technical proposal must not exceed 12 pages (including cover sheets, indexes, etc.) to address the topics listed. Describe processes and procedures proposed by consultant to meet the project completion deadline listed above. Describe processes and procedures, included best practices, that will be used to perform the tasks and produce the deliverables described above under "Request for Proposal (Technical)". Include in the technical proposal items such as:

- Project manager/engineer in charge
- History of project with similar tasks
- Availability of staff to meet schedule without overtime
- Cost-effective or cost-reduction practices, processes or procedures used by consultant, if any;

Questions about this request for qualifications shall be sent to:

Matt Bacon  
Director of Public Works and Utilities  
620-240-5126  
[Matt.bacon@pittks.org](mailto:Matt.bacon@pittks.org)