

**ORDINANCE COVER SHEET**

**Bill No. 2026-26**

**Ordinance No. 4133**

**“AN ORDINANCE ADDING NEW CODE SECTION 145.040 AND  
ESTABLISHING PROCEDURES FOR THE SELECTION OF PROFESSIONAL  
ENGINEERING AND RELATED CONSULTANT SERVICES.”**

**Filed for public inspection on April 10<sup>th</sup>, 2026.**

**First reading \_\_\_\_\_ In Full; X By Title on April 14<sup>th</sup>, 2026.**

**Second reading \_\_\_\_\_ In Full; X By Title on April 14<sup>th</sup>, 2026.**

**Vote by the Board of Aldermen on April 14<sup>th</sup>, 2026:**

**8 Aye; 0 Nay; 0 Abstain**

**X Approved by the Mayor on April 14<sup>th</sup>, 2026.**

**\_\_\_\_\_ Vetoed by the Mayor on \_\_\_\_\_.**

**Board of Aldermen Vote to Override Veto on \_\_\_\_\_.**

**\_\_\_\_\_ Aye; \_\_\_\_\_ Nay; \_\_\_\_\_ Abstain**

**Bill Effective Date: April 14<sup>th</sup>, 2026.**

**“AN ORDINANCE ADDING NEW CODE SECTION 145.040 AND ESTABLISHING PROCEDURES FOR THE SELECTION OF PROFESSIONAL ENGINEERING AND RELATED CONSULTANT SERVICES.”**

**WHEREAS**, the City of Bolivar, Missouri (“City”) regularly requires professional engineering, planning, surveying, and related consultant services for public infrastructure, transportation, and capital improvement projects; and

**WHEREAS**, the City desires to establish clear, consistent, and flexible procedures for selecting professional engineering and related consultant services based on qualifications, experience, and proven competence; and

**WHEREAS**, qualifications-based selection of professional engineering services is a widely recognized and accepted best practice for public agencies; and

**WHEREAS**, the Missouri Department of Transportation (“MoDOT”) and the Federal Highway Administration (FHWA) have established consultant selection guidelines that are widely used by local public agencies and reflect industry-accepted standards for qualifications-based selection; and

**WHEREAS**, the City desires the ability to utilize such established methods, including Requests for Qualifications (RFQs) and the MoDOT Local Public Agency (LPA) On-Call Consultant List, when deemed appropriate by the City.

NOW, THEREFORE, Be it Ordained by the Board of Aldermen of the City of Bolivar, Missouri, as follows:

**Section I:** The Municipal Code for the City of Bolivar, Missouri is hereby amended by adding a new Section 145.040, to be read as follows:

**“Section 145.040 – Procedures for Selection of Professional Engineering and Related Consultant Services**

- A. Purpose. The purpose of this Section is to authorize the City to procure professional engineering and related consultant services using qualifications-based selection methods that promote quality, efficiency, transparency, and consistency with widely recognized public-agency standards, including those outlined by MoDOT, when the City determines such methods are appropriate.
- B. Applicability. This Section applies to professional engineering and related consultant services procured by the City, including but not limited to transportation, infrastructure, and public works projects.

1. The City may apply the procedures authorized by this Section regardless of funding source, including projects funded with local, state, and/or federal funds, when the City determines such procedures to be in the best interest of the City.
2. Nothing in this Section shall be construed to require MoDOT or federal involvement for projects that are fully locally funded; rather, such guidelines are adopted as an acceptable and recognized framework for consultant selection.
3. Regardless of the Engineering and Consultant Selection Method selected for any given project, the Board of Aldermen will ultimately determine the professional to be used by the City, as the intention of this Section is to streamline the procedures and processes, but not to limit the Board of Aldermen's authority to ultimately select the professional to be used.

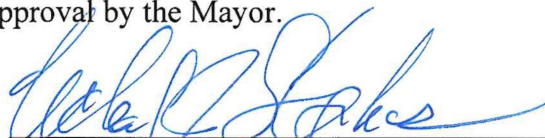
C. Engineering and Consultant Selection Methods.

1. General Authority. The City is authorized to procure professional engineering, planning, surveying, and related consultant services using qualifications-based selection methods that the City determines to be appropriate based on project scope, complexity, schedule, funding considerations, and overall public interest.
2. Qualifications-Based Request for Qualifications (RFQ). The City may utilize a qualifications-based Request for Qualifications (RFQ) process to identify and select the most qualified consultant for a given project. Under this method:
  - a. Consultants shall be evaluated based on experience, technical competence, capacity, past performance, and qualifications relevant to the project scope.
  - b. Cost or fee proposals shall not be used as a selection criterion and shall be negotiated only after a consultant is selected based on qualifications.
3. On-Call Selection for Smaller Projects. For professional engineering or related consultant contracts with an estimated total contract amount of less than Two Hundred Thousand Dollars (\$200,000), the City may select a consultant using an on-call consultant selection process. This process may be modeled after, or consistent with, recognized public-agency practices such as the Missouri Department of Transportation (MoDOT) Local Public Agency (LPA) On-Call Consultant List and associated guidelines. Use of an on-call selection process may include, but is not limited to:

- a. Development of a written scope of services by the City;
  - b. Evaluation of qualifications of multiple qualified firms appropriate to the scope of work;
  - c. Selection of the most qualified firm based on qualifications, experience, and ability to perform the work; and
  - d. Negotiation of fair and reasonable compensation after selection.
4. Selection Based on Qualifications. Regardless of the selection method used, professional engineering and related consultant services shall be selected based on demonstrated qualifications, experience, and professional competence. Competitive pricing or fee comparisons shall not be used to rank or select consultants but may be considered only during post-selection contract negotiations.
5. Administrative Discretion. The City Administrator, or their designated representative, is authorized to determine which consultant selection method is appropriate for each project and to implement procedures consistent with this Section.”

**Section II:** This Ordinance shall be in full force and effect from and after: its passage by the Board of Aldermen and approval by the Mayor.



  
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**Michael Stephens, Mayor**

  
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**Paula Henderson, City Clerk**

**CERTIFICATION**

I, Paula Henderson, do hereby certify that I am the duly appointed and acting City Clerk for the City of Bolivar, Missouri; that the foregoing Ordinance No. 4133 was adopted by the Board or Aldermen and thereafter approved by the Mayor and became effective on 4-14, 2026; and that said Ordinance remains in full force and effect, having never been altered, amended nor repealed.

  
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**Paula Henderson, City Clerk**