

# REQUEST FOR QUALIFICATIONS ST. LOUIS DEVELOPMENT CORPORATION

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## **Introduction and Background:**

The City of St. Louis Port Authority (the "Authority") is seeking Statements of Qualifications from law firms for the purpose of selecting a firm to provide legal services related to selection, negotiation and drafting of a lease for a new operator for the City-owned Municipal River Terminal ("MRT").

The Authority has undertaken a \$20 million dock reconstruction project to improve the MRT. The dock construction is slated to be completed in April of 2013. The Authority has issued a Request for Proposals ("RFP") for a long-term operator and will negotiate a long-term lease with the successful RFP respondent. The Authority has engaged Halcrow/CH2MHill as a consultant for economic analysis and recommendations regarding the lease structure.

Situated 1.5 miles north of downtown St. Louis, MO., the MRT includes:

- 27 acres on the wet side of the floodwall, 4100 ft. of shoreline;
- 90,000 SF warehouse;
- rail spur into the yard and near-by access to I-70;
- two existing docks being rebuilt and expanded to create one 2000 ft. dock.

For further information and photos of the MRT, go to <http://www.stlouis-mo.gov/slhc/slpa/index.cfm> and click on the "Long-term Operator's Lease" link.

This Request for Qualifications seeks to identify firms with expertise in providing legal services related to the negotiation and drafting of river port leases.

## **Scope of Services:**

Services to be provided include, but are not limited to, the following:

1. Work with Authority staff, consultants and in-house counsel on selection of a port operator and negotiations of a lease for operation of the MRT;
2. Review and draft documents including, but not limited to the RFP, existing leases, operations data and a long-term lease for the operation of the MRT;
3. Provide legal advice and render opinions regarding issues related to a long term lease of the MRT and related matters;

The services required may vary with the specifics required by the project.

**Proposal Criteria:**

Responses to this Request for Proposal must include, at a minimum, the following information:

1. Statement of Qualifications

Experience of Firm - Provide a summary statement of the firm's experience with port operations, particularly river terminal operations, which include significant experience with port leases, particularly river port leases, during the past four years and a representative list of clients for which the firm has provided these services and the dates such services were provided.

Experience/Qualifications of Assigned Professional(s) - Provide a resume for the individual employees who may be assigned to this project and designate who will have primary responsibility for this assignment. Also indicate the specific role the proposed individual(s) had in the above-referenced transactions.

2. Current Assignments

Provide a statement concerning your firm's ability to devote sufficient time and resources to this type of work in relation to existing assignments the firm and the above-named individual(s) are currently involved with or will become involved with over the next six months.

3. Disclosure of Potential Conflict of Interest

Provide a statement regarding any potential conflict of interest issues the firm or attorney(s) assigned to this project might have or encounter. This project may involve development in association with a number of public and private concerns, including but not limited to the City of St. Louis, the St. Louis Development Corporation and the City of St. Louis Port Authority. Please indicate whether relationships exist with these entities or the firm represents clients with an adverse interest against these entities and the nature of those relationships.

4. Proposed Fee/Expenses

If based on an hourly rate, provide the hourly rates to be charged for each individual who would be assigned to this project.

Provide an explanation if fees will be calculated on any other basis.

Itemize the type and estimate the amount of expenses for which your firm would seek reimbursement.

It is anticipated that a maximum not to be exceeded amount will be established for these services.

5. M/WBE Participation

The City of St. Louis is committed to the growth and development of women and minority business enterprise (M/WBE). In furtherance of this commitment, the policy of the City of St. Louis is to encourage minority participation in all contracts financed in whole or part by the City and its affiliated agencies and authorities. The City seeks to obtain participation by women and minority owned business enterprises and has as a goal at least twenty-five percent (25%) minority business enterprise participation and at least five (5%) women business enterprise participation as defined in the Mayor's Executive Order #28, as amended and extended. Please provide a statement regarding the firm's policy in support of these goals.

6. Living Wage Ordinance

A statement of compliance with the "Living Wage Ordinance" Ordinance No. 65597 ("Ordinance") and the Regulations associated therewith, as may be amended from time to time. Copies of Ordinance and Regulations may be obtained at <http://www.mwdbbe.org/living-wage/default.aspx> or by contacting Mr. Harry Moppins, Assistant Director, DBE Program Management Office, P. O. Box 10212, St. Louis, Missouri 63145.

**Proposal Evaluation:**

Proposals for legal services will be evaluated based on the following criteria:

- Expertise of firm in the areas of law related to port leases and operations;
- Expertise of firm with complex lease negotiations and related legal issues;
- Expertise of assigned personnel and experience with similar assignments;
- Cost of services in relation to scope;
- Responsiveness to the Request for Qualifications;

- Disadvantaged Business Participation;
- Compliance with the City of St. Louis' Living Wage Ordinance.

**The City of St. Louis Port Authority reserves the right to establish further criteria for evaluation of qualifications, to require additional submissions, to waive any informalities in submissions, to reject any or all submissions and to negotiate with successful parties.**

**Proposal Response Deadlines:**

Five (5) copies of your proposal must be received in the offices of the City of St. Louis Port Authority by 10:00 a.m. Central Standard Time on Tuesday, April 23, 2013. Proposals should be mailed or delivered to:

Leslye Mitchell-Yancey  
St. Louis Development Corporation  
1520 Market Street, Suite 2000  
St. Louis, Missouri 63103