

Government Center
14811 Manchester Road
Ballwin, MO 63011-4617



(636) 227-8580
Fax: (636) 207-2320
www.ballwin.mo.us

October 19, 2017

Dear Consultant:

The City of Ballwin is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached list. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no more than five (5) pages. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to each project, the backgrounds of those individuals, and other projects your company has recently completed or are now active. It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) be submitted with your firm's Letter of Interest, or be on file with the City of Ballwin. The statement of qualification is not included in the total page count limit.

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at www.modot.gov, in order to be counted as participation towards an established DBE Goal. We encourage DBE firms to submit letters of interest as prime consultants for any project they feel can be managed by their firm.

It is required that your firm be prequalified with MoDOT and listed in MoDOT's Approved Consultant Prequalification List, or your firm will be considered non-responsive.

We request all letters be received by 4:00 pm CT, November 10, 2017 at City of Ballwin, Department of Public Works, 14811 Manchester Road, Ballwin, MO 63011.

Sincerely,

A handwritten signature in blue ink that reads "Gary R. Kramer".

Gary R. Kramer, P.E.
City Engineer/Director
Public Works Department

Attachment

City/County: City of Ballwin Route: Ries Road	
Federal Aid No:	STP-4939(607)
Location:	Ramsey Lane bridge over Fishpot Creek
Proposed Improvement:	Bridge replacement and related roadway reconstruction
Length:	160 feet (bridge and roadway adjustment)
Approximate Construction Cost:	\$700,000
DBE Goal Determination:	0%
Consultant Services Required:	Construction Inspection: work with contractor on behalf of the City, assist with preconstruction conference, perform daily site inspection and maintain project diary and payment diary, prepare progress reports and invoices, perform erosion control inspections, obtain labor records and conduct labor interviews, prepare change orders, inspect construction materials, check shop drawings submitted by contractor, conduct construction material testing and inspections, be present during critical construction operations, work with City to do full time inspections and reporting and participate in final inspection including ADA check list.
Other Comments:	work on behalf of the City with the contractor selected to consecutively replace this bridge and the Ries Road bridge BRM-4939(606), coordinate with the construction engineering consultant selected for the Ries Road bridge project.
Contact:	Gary R. Kramer, P.E. Ballwin Government Center 14811 Manchester Road Ballwin, MO 63011 Phone: 636-227-2185 Email: gkramer@ballwin.mo.us
Deadline:	November 10, 2017
<ul style="list-style-type: none"> • Submit: Letter of interest should not exceed five (5) pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Two (2) copies of the letter interest should be received at the address and by the time specified. 	

Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection. Additional criteria can be added with the approval of Central Office Design- MoDOT.

Experience and Technical Competence -	40 Max Points
Capacity and Capability -	30 Max Points
Past Record of Performance -	30 Max Points