



City of Warrenton

200 West Booneslick Warrenton, MO 63383

Phone: 636-456-3535 Fax: 636-456-8135

www.warrenton-mo.org

July 25, 2018

Dear Consultant:

The City Warrenton 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 three (3) pages (including cover). A page is defined as 8-1/2 by 11 inches and printed on one side. Three (3) copies of the letter of qualifications should be received at the address and by the time specified. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to the 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 Warrenton. 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 5:00 pm, August 27, 2018 at City of Warrenton, 200 West Booneslick, Warrenton, MO 63383.

Sincerely,

A handwritten signature in blue ink that reads 'Brandie Walters'.

Brandie Walters
Director of Operations

Attachment

City of Warrenton / Warren County – Route 47	
Location:	Route 47 between North Service Road to Hickory Lick Road
Proposed Improvement:	The proposed improvements include 4" concrete sidewalk, upgraded lighting, enhanced pedestrian crossing, detailed signage, pavement markings, and improved ADA compliant curb ramps and landings.
Length:	2.5 miles
Approximate Construction Cost:	\$1,800,000
DBE Goal Determination:	0%
Consultant Services Required:	<p><u>Preliminary Engineering (Design):</u> The preliminary engineering responsibilities may include but are not limited to the following: Surveying and property research, geotechnical investigation as needed, preliminary plans, right of way plans including easement exhibits and legal descriptions as needed, Right of Way acquisition services, construction plans, ADA compliant sidewalk and ramps, pavement analysis, hydraulic analysis and stormwater design, signal and rapid flashing beacon design, utility coordination, public involvement, preparation and submittal of all necessary regulatory permits, cost estimates, bidding documents, preparation of PS&E and final documents.</p> <p><u>Construction Engineering:</u> Work with the contractor on behalf of the City, assist with the preconstruction conference, perform daily site inspections and maintain project and payment diary, prepare progress reports and invoices, prepare change orders, conduct construction material testing and inspections as needed, review shop drawings, obtain labor records and conduct labor interviews, perform ADA inspections, work with City to perform full time inspections and reporting, and participate in final inspection.</p>
Other Comments:	
Contact:	Brandie Walters 200 West Booneslick Road Warrenton, MO 63117 636-456-3535 bwalters@warrenton-mo.org
Deadline:	5:00 PM, August 27, 2018
Submit:	Letter of interest should not exceed three (3) pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Three (3) 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.

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